



Bright from the Start Georgia Department of Early Care and Learning
2 Martin Luther King Jr. Drive SE, 670 East Tower
Atlanta, GA 30334

Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Date: 3/13/2018 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 11:45 AM

CCLC-3278

Butts County Head Start & Pre-K

565 Recreation Drive Jackson, GA 30233 Butts County
 (770) 775-3830 butts@mtecdc.org

Regional Consultant

Sondra Paster

Phone: (478) 314-5803

Fax: (478) 314-5811

sondra.paster@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★ ★

Compliance Zone Designation			Compliance Zone Designation - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient. Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules. Support - Program performance is demonstrating a need for improvement in meeting rules. Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.
03/13/2018	Licensing Study	Good Standing	
10/31/2017	Monitoring Visit	Good Standing	
06/06/2017	Complaint Closure	Good Standing	

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	1-1L (infant-two years)	One Year Olds and Two Year Olds and Three Year Olds	2	8	C	20	C	NA	NA	Circle Time
Main	2-1R(1yr-2yrs)	Two Year Olds and Three Year Olds	2	8	C	18	C	NA	NA	Centers
Main	3-2L (one/two years)	One Year Olds and Two Year Olds	2	7	C	19	C	NA	NA	Diapering,Free Play,Outside
Main	4-2R (four-five yrs)	Three Year Olds and Four Year Olds	2	16	C	20	C	NA	NA	Centers
Main	5-3R (four-five years)	PreK	2	19	C	20	C	NA	NA	Centers
Main	6-3L (infant-tuos)		0	0	C	19	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 116						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 58			Total Capacity @35 sq. ft.: 116			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PGA (right side) 3+	68	C
Main	PGB (left side) infant-tuos	22	C

Comments

Plan of Improvement: No Plan Developed

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), e-mail the following information to CCSRefutations@decals.ga.gov.

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://decals.ga.gov/ChildCareServices/RefutationInformation.aspx>

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.decals.ga.gov/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@decals.ga.gov

Beverly Morgan, Program Official

Date

Sondra Paster, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment**591-1-1-.03 Activities****Met****Comment**

The consultant observed updated lesson plans throughout the center on this date.

Correction Deadline: 3/13/2018

591-1-1-.12 Equipment & Toys(CR)**Met****Comment**

A variety of equipment and toys were observed throughout the center.

Comment

The consultant observed no hazardous or unsecured equipment on this date.

591-1-1-.35 Swimming Pools & Water-related Activities(CR)**N/A****Comment**

Center does not provide swimming activities.

Children's Records**Records Reviewed: 5****Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records**Met****Comment**

Parent agreements observed obtained/completed.

Comment

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms**Met****Comment**

Bathrooms observed to be clean and well maintained.

591-1-1-.19 License Capacity(CR)**Met****Comment**

Licensed capacity observed to be met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Met****Comment**

Center appears clean and well maintained.

Comment

No hazards observed accessible to children on this date.

591-1-1-.26 Playgrounds(CR)**Met****Comment**

Playground observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Center menu meets USDA guidelines as the consultant observed cheerios, milk and bananas as the breakfast served on this date.

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen observed clean and well organized.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)

Met

Comment

Staff state proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR)

Met

Comment

Proper hand washing observed throughout the center.

Comment

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)

Not Evaluated

Comment

The director stated that no medication had been given since the consultant's last visit on October 31, 2017.

Safety

591-1-1-.05 Animals

N/A

Comment

Center does not keep animals on premises.

591-1-1-.11 Discipline(CR)

Met

Comment

Age-appropriate discussion and/or redirection observed.

Comment

Staff were observed to maintain a positive learning environment on this date.

591-1-1-.13 Field Trips(CR)

Met

Comment

Center does not participate in field trips at this time. However, the center does have an upcoming walking field trip on March 30, 2018. The consultant discussed field trip/transportation checklist with the director on this date.

591-1-1-.36 Transportation(CR)

N/A

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)

Met

Comment

Pleasant naptime environment observed.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 22

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 11/10/2014

Staff # 2 Date of Hire: 10/30/2017	Met
Staff # 3 Date of Hire: 12/02/2013	Met
Staff # 4 Date of Hire: 10/31/2013	Met
Staff # 5 Date of Hire: 10/16/2009	Met
Staff # 6 Date of Hire: 09/01/1982	Met
Staff # 7 Date of Hire: 08/01/2016	Met
Staff # 8 Date of Hire: 01/16/2002	Met
Staff # 9 Date of Hire: 05/01/2013	Met
Staff # 10 Date of Hire: 08/17/2009	Met
Staff # 11 Date of Hire: 08/01/2001	Met
Staff # 12 Date of Hire: 09/18/2017	Met
Staff # 13 Date of Hire: 05/13/2016	Met
Staff # 14 Date of Hire: 03/27/2017	Met
Staff # 15 Date of Hire: 08/20/2015	Met
Staff # 16 Date of Hire: 09/16/2015	Met

Records Reviewed: 22

Records with Missing/Incomplete Components: 0

Staff # 17 Date of Hire: 04/30/2015	Met
Staff # 18 Date of Hire: 09/08/2017	Met
Staff # 19 Date of Hire: 04/11/2017	Met
Staff # 20 Date of Hire: 08/22/2013	Met
Staff # 21 Date of Hire: 04/24/2017	Met
Staff # 22 Date of Hire: 10/02/2017	Met

Staff Credentials Reviewed: 22

591-1-1-.09 Criminal Records Check(CR) **Met**

Comment

Criminal records checks were observed to be complete.

Comment

Director provided three files for employees hired since last visit.

Correction Deadline: 4/25/2017

Corrected on 3/13/2018

The consultant observed updated fingerprint determinations for all staff employed on this date.

591-1-1-.14 First Aid & CPR **Met**

Comment

Complete kits observed in center and on vehicles.

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR.

591-1-1-.31 Staff(CR) **Met**

Comment

Staff observed to meet applicable laws and regulations on this date.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR) **Met**

Comment

Center observed to maintain appropriate staff:child ratios.

591-1-1-.32 Supervision(CR) **Met**

Comment

Staff observed to provide direct supervision and be attentive to children's needs.

Correction Deadline: 6/6/2017

Corrected on 3/13/2018

The consultant observed supervision to be maintained on this date.