



**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: 12/5/2018 **VisitType:** Monitoring Visit **Arrival:** 10:20 AM **Departure:** 12:30 PM

CCLC-3278

Butts County Head Start & Pre-K

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

Regional Consultant

Valarie Musselwhite

Phone: (770) 357-9988

Fax: (678) 302-2440

valarie.musselwhite@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★ ★

Compliance Zone Designation		
12/05/2018	Monitoring Visit	Good Standing
03/13/2018	Licensing Study	Good Standing
10/31/2017	Monitoring Visit	Good Standing

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.

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)	Infants and One Year Olds and Two Year Olds and Three Year Olds	2	8	C	20	C	NA	NA	Music,Lunch
Main	2-1R(1yr-2yrs)	One Year Olds and Two Year Olds and Three Year Olds	2	6	C	18	C	NA	NA	Story,Lunch
Main	3-2L (one/two years)	One Year Olds and Two Year Olds and Three Year Olds	2	7	C	19	C	NA	NA	Lunch
Main	4-2R (four-five yrs)	Three Year Olds and Four Year Olds	3	15	C	20	C	NA	NA	Lunch
Main	5-3R (four-five years)	Three Year Olds and Four Year Olds	2	15	C	20	C	NA	NA	Music
Main	6-3L (infant-tuos)		0	0	C	19	C	NA	NA	
Total Capacity @35 sq. ft.: 116						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 51			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

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).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

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@dec.state.ga.us.

- 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://dec.state.ga.us/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).

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

Beverly Morgan, Program Official

Date

Valarie Musselwhite, Consultant

Date



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

Findings Report

Date: 12/5/2018 **VisitType:** Monitoring Visit **Arrival:** 10:20 AM **Departure:** 12:30 PM

CCLC-3278

Butts County Head Start & Pre-K

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

Regional Consultant

Valarie Musselwhite
Phone: (770) 357-9988
Fax: (678) 302-2440
valarie.musselwhite@decal.ga.gov

Mailing Address
Same

The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Comment

A variety of equipment and toys were observed throughout the center. Please ensure toys are age appropriate for all ages served in mixed classrooms.

591-1-1-.35 Swimming Pools & Water-related Activities(CR) **Met**

Comment

Center does not provide swimming activities.

Facility

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

Comment

Licensed capacity observed to be routinely met by center.

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

Comment

Center appears clean and well maintained.

591-1-1-.26 Playgrounds(CR) **Not Met**

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on an observation that the resilient surface under the large playground equipment measured between zero and two inches throughout the playground area when six inches is required.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 1/11/2019

Health and Hygiene

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

Met

Comment

Staff stated proper knowledge of diapering procedures.

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

Met

Comment

Proper hand washing observed throughout the center.

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

Technical Assistance

Technical Assistance

591-1-1-.20(3) - Please ensure all dispensing of medication is documented immediately upon the child receiving the medication.

Correction Deadline: 12/5/2018

Safety

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

Met

Comment

Staff were observed to maintain a positive learning environment 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)

Technical Assistance

Technical Assistance

591-1-1-.30(1)(a)3 - Please ensure cribs sheets are changed daily and when soiled.

Correction Deadline: 12/5/2018

Technical Assistance

591-1-1-.30(1)(b)4 - Please ensure all children are offered a light cover or blanket during rest time.

Correction Deadline: 12/5/2018

Staff Records

Records Reviewed: 18

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 10/30/2017

Staff # 2

Met

Date of Hire: 12/02/2013

Staff # 3

Met

Date of Hire: 10/31/2013

Staff # 4 Met

Date of Hire: 09/01/1982

Staff # 5 Met

Date of Hire: 08/01/2016

Staff # 6 Met

Date of Hire: 01/16/2002

Staff # 7 Met

Date of Hire: 05/01/2013

Staff # 8 Met

Date of Hire: 08/17/2009

Staff # 9 Met

Date of Hire: 08/01/2018

Staff # 10 Met

Date of Hire: 05/13/2016

Staff # 11 Met

Date of Hire: 10/15/2018

Staff # 12 Met

Date of Hire: 08/20/2015

Staff # 13 Met

Date of Hire: 09/16/2015

Staff # 14 Met

Date of Hire: 09/08/2017

Staff # 15 Met

Date of Hire: 10/24/2018

Staff # 16 Met

Date of Hire: 09/16/2015

Staff # 17 Met

Date of Hire: 04/11/2017

Staff # 18 Met

Date of Hire: 10/15/2018

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) **Met**

Comment

Criminal record checks were observed to be complete.

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

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training **Met**

Comment

Please ensure completed orientation checklists are documented and signed for all staff.

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

Comment

Staff observed to be compliant with applicable laws and regulations. Please ensure all staff have a copy of the obtained degree or credential on file.

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

Adequate supervision observed on this date.