



**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: 3/1/2019 **VisitType:** Licensing Study **Arrival:** 9:35 AM **Departure:** 12:30 PM

CCLC-33101

Regional Consultant

Stewart County Head Start

15582 Highway 27 East Lumpkin, GA 31815 Stewart County
(706) 890-0158 kthomas@espheadstart.org

Phone:
Fax:
rukiya.thomas@decals.ga.gov

Mailing Address

P.O. Box 158
Richland, GA 31815

Quality Rated: ★ ★

<u>Compliance Zone Designation</u>		
03/01/2019	Licensing Study	Good Standing
10/04/2018	Monitoring Visit	Good Standing
04/16/2018	Licensing Study	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	Room A	Two Year Olds and Three Year Olds	2	6	C	24	C	NA	NA	Centers
Main	Room B	Three Year Olds and Four Year Olds	2	10	C	24	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 48						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 16			Total Capacity @35 sq. ft.: 48			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	17	C
Main	Playground B	28	C

Comments

The purpose of this visit was to conduct a licensing study.

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).



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

Katherine Thomas, Program Official

Date

Allison Morrison, Consultant

Date



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Findings Report

Date: 3/1/2019 **VisitType:** Licensing Study **Arrival:** 9:35 AM **Departure:** 12:30 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

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

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

Not Evaluated

Comment

The director stated that the 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

Records were observed to be complete and well organized.

Facility

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

Comment

Bathrooms were observed to be clean and well maintained.

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

Comment

The licensed capacity was observed to be met by center.

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

Comment

The center appears clean and well maintained.

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

Comment

The playground was observed to be clean and in good repair.

Food Service

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

Comment

The center menu meets USDA guidelines. The center meals are prepared in the cafeteria of the school next door and a staff member assists with the meal preparation and delivery.

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

Comment

The food is prepared at a school next door.

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

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR) **Not Evaluated**

Comment

The director stated that the center has not dispensed medication since their last visit on October 4, 2018.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Technical Assistance**

Technical Assistance

The director discussed conducting emergency drills consistently and adding lock down drills every six months.

Correction Deadline: 3/6/2019

Safety

591-1-1-.05 Animals **Met**

Comment

The center does not keep animals on premises.

591-1-1-.11 Discipline(CR)**Met****Comment**

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

591-1-1-.13 Field Trips(CR)**Met****Comment**

Field trip documentation was observed to be complete on this date.

591-1-1-.36 Transportation(CR)**Met****Comment**

Complete documentation of transportation was observed on this date.

Sleeping & Resting Equipment

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

The correct number of mats, sheets and blankets were observed on this date. Staff members stated that sheets were washed weekly.

Staff Records

Records Reviewed: 9**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 04/19/2018	
Staff # 2	Met
Date of Hire: 08/31/2013	
Staff # 3	Met
Date of Hire: 11/18/2009	
Staff # 4	Met
Date of Hire: 04/05/2013	
Staff # 5	Met
Date of Hire: 10/18/2011	
Staff # 6	Met
Date of Hire: 09/30/2013	
Staff # 7	Met
Date of Hire: 02/19/2016	
Staff # 8	Met
Date of Hire: 11/19/2009	
Staff # 9	Met

Date of Hire: 07/17/2015

Staff Credentials Reviewed: 9

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

Correction Deadline: 10/4/2018

Corrected on 3/1/2019

.09(1)(d) - The consultant verified a current and satisfactory Comprehensive Records Check for all employees.

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

Comment

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

591-1-1-.33 Staff Training Not Met

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records that two staff members did not complete the ten hours of annual training as required.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 1/1/2020

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

Comment

The staff were observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Comment

The center was observed to maintain appropriate staff:child ratios.

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

Comment

The staff was observed to provide direct supervision and be attentive to children's needs.