



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: 1/21/2020 **VisitType:** Licensing Study **Arrival:** 10:10 AM **Departure:** 2:00 PM

CCLC-3418

Wayne Head Start

724 North Fourth Street Jesup, GA 31545 Wayne County
 (912) 427-4527 ttowns@coastalgacaa.org

Regional Consultant

Connie Boatright

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connie.boatright@dec.al.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.
01/21/2020	Licensing Study	Good Standing	
08/28/2019	Monitoring Visit	Good Standing	
01/16/2019	Licensing Study	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	1-2nd Right	Four Year Olds and Five Year Olds	2	18	C	17	NC	NA	NA	Outside, Transitioning
Main	2 - Front Room	Three Year Olds and Four Year Olds	2	13	C	18	C	NA	NA	Circle Time
Main	3 - 1st Right	Three Year Olds and Four Year Olds and Five Year Olds	2	15	C	16	C	NA	NA	Music
Main	4 - 3rd Left	Three Year Olds and Four Year Olds	2	14	C	19	C	NA	NA	Circle Time
Main	5 - 2nd Left	Three Year Olds and Four Year Olds	2	15	C	17	C	NA	NA	Transitioning, Outside
Main	6 - 1st Left	Three Year Olds and Four Year Olds	2	14	C	15	C	NA	NA	Centers, Art
Total Capacity @35 sq. ft.: 102						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 89			Total Capacity @35 sq. ft.: 102			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	165	C

Comments

This Licensing Study is the second regulatory visit for Wayne County Head Start this 2019 - 2020 fiscal year. The center is two-star Quality Rated, administered medication, provides field trips and routine transportation. The consultant reviewed all staff files and finds that each staff member has a satisfactory comprehensive fingerprint criminal records clearance determination letter on file. The center director stated no new staff had been hired since the consultants last visit.

Plan of Improvement: Developed This Date 01/21/2020

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

Tanisha Towns, Program Official

Date

Connie Boatright, 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 age appropriate activities through out the center.

Correction Deadline: 1/21/2020

Comment

The consultant observed current lesson plans to be posted in all classrooms.

Correction Deadline: 1/21/2020

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

Technical Assistance

Comment

The consultant observed toys and equipment to be clean and in good repair.

Technical Assistance

591-1-1-.12(2) - The center director will ensure that the round Life Cycle rug located in classroom 3 is cleaned.

Correction Deadline: 1/21/2020

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

Records Reviewed: 10

Records with Missing/Incomplete Components: 0

Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met
Child # 7	Met
Child # 8	Met
Child # 9	Met
Child # 10	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.

Comment

The consultant observed eighty nine children to be present and eighty nine children to be signed in.

Correction Deadline: 1/21/2020

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 routinely 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.

Correction Deadline: 8/28/2019

Corrected on 1/21/2020

.25(3) - The previous citation was observed to be corrected on this date.

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

Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Correction Deadline: 9/7/2019

Corrected on 1/21/2020

.26(6) - The previous citations was observed to be corrected. The orange climbing bars was removed.

Food Service

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

Met

Comment

Center menu meets USDA guidelines.

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>

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

Correction Deadline: 8/28/2019

Corrected on 1/21/2020

.10(4) - The previous citation was observed to be corrected on this date. The center has removed the changing table from the center.

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

Met

Comment

Proper hand washing observed throughout the center.

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

Met

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Met

Comment

Program observed complete emergency drills

591-1-1-.27 Posted Notices

Met

Comment

Observed all required posted notices.

Safety

591-1-1-.05 Animals

Met

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

Field trip documentation observed to be complete.

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

Met

Comment

Complete documentation of transportation observed.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

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: 13

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 09/27/2002

Staff # 2

Met

Date of Hire: 09/30/2002

Staff # 3

Met

Date of Hire: 07/24/2017

Staff # 4

Met

Date of Hire: 08/07/2015

Staff # 5

Met

Date of Hire: 12/01/2017

Records Reviewed: 13**Records with Missing/Incomplete Components: 0**

Staff # 6 Date of Hire: 08/07/2015	Met
Staff # 7 Date of Hire: 03/19/2018	Met
Staff # 8 Date of Hire: 08/26/2019	Met
Staff # 9 Date of Hire: 08/03/2010	Met
Staff # 10 Date of Hire: 04/25/2016	Met
Staff # 11 Date of Hire: 08/13/2018	Met
Staff # 12 Date of Hire: 07/26/2019	Met
Staff # 13 Date of Hire: 07/24/2017	Met

Staff Credentials Reviewed: 10**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)** **Met****Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

Comment

Criminal record checks were observed to be complete.

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

Complete first aid kits observed in center and on vehicles.

Comment

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

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

Documentation observed of required staff training.

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

Staff 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**

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.