



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: 8/10/2018 **VisitType:** Monitoring Visit **Arrival:** 9:40 AM **Departure:** 12:00 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

Phone: (912) 544-9701

Fax: (912) 544-9700

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.
08/10/2018	Monitoring Visit	Good Standing	
01/29/2018	Licensing Study	Good Standing	
09/07/2017	Monitoring Visit	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	Three Year Olds	2	17	C	17	C	NA	NA	Centers
Main	2 - Front Room	Three Year Olds	2	16	C	18	C	NA	NA	Centers
Main	3 - 1st Right	Three Year Olds	2	16	C	16	C	NA	NA	Centers,Transitio ning,Outside
Main	4 - 3rd Left	Three Year Olds	2	16	C	19	C	NA	NA	Outside,Transitio ning,Centers
Main	5 - 2nd Left	Three Year Olds	2	17	C	17	C	NA	NA	Centers,Transitio ning
Main	6 - 1st Left	Three Year Olds	2	14	C	15	C	NA	NA	Outside,Transitio ning,Centers
Total Capacity @35 sq. ft.: 102			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 96			Total Capacity @35 sq. ft.: 102							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	165	C

Comments

This Monitoring Visit is the first regulatory visit for Wayne Head Start this 2018 - 2019 fiscal year.

The consultant reviewed all staff files and finds that each staff member has a satisfactory fingerprint criminal records clearance determination letter on file. The consultant discussed with the center director that as of October 1, 2018 all staff members are required to have a comprehensive CBC on file.

The center director stated no medication has been administered since the beginning of this school term. No field trips have been taken since the beginning of this school term and routine transportation is provided. No transportation was observed during this visit.

The center currently has a two star Quality Rating.

Plan of Improvement: Developed This Date 08/10/2018

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@dec.al.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://dec.al.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.dec.al.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@dec.al.ga.gov

Tanisha Towns, Program Official

Date

Connie Boatright, 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: 8/10/2018 **VisitType:** Monitoring Visit

Arrival: 9:40 AM

Departure: 12:00 PM

CCLC-3418

Wayne Head Start

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

Mailing Address
Same

Regional Consultant

Connie Boatright

Phone: (912) 544-9701
Fax: (912) 544-9700
connie.boatright@dec.al.ga.gov

The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

The consultant observed a variety of age appropriate activities throughout the center.

Correction Deadline: 8/10/2018

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)

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 1

Records with Missing/Incomplete Components: 0

Child # 1

Met

591-1-1-.08 Children's Records

Met

Comment

Records were observed to be complete and well organized.

Correction Deadline: 1/29/2018

Corrected on 8/10/2018

.08(1) - The previous citation is observed to be corrected on this date.

Comment

The consultant observed the arrival and departure date form is completed and correct according to the consultant head count.

Correction Deadline: 8/10/2018

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)**Technical Assistance****Technical Assistance**

591-1-1-.25(13) - The center director / staff will ensure that all brooms, dust pans, vacuum cleaners, any hazardous items are kept stored inaccessible to the children.

Correction Deadline: 8/10/2018

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

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on the consultant's observation and measurement that the double chain link gates located on the back right corner of the child playground area has a five inch gap at the bottom of the gates and a eight inch gap at the top of the gates causing a potential entrapment hazard.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 8/10/2018

Technical Assistance

591-1-1-.26(6) - The center director / staff will ensure that the orange climbing bars located at the front right corner of the child playground area is free from chipping paint.

Correction Deadline: 8/20/2018

Technical Assistance

591-1-1-.26(9) - The center director / staff will ensure that all tree roots are sprayed with neon spray paint to prevent tripping / falling / injury.

Correction Deadline: 8/10/2018

Health and Hygiene**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Staff state proper knowledge of diapering procedures.

Comment

There were no diapered children enrolled in the program on this date.

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)**Met****Comment**

The center director stated no medication has been administered since the beginning of this school term.

Correction Deadline: 8/10/2018

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**

Center does not participate in field trips at this time.

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

Complete documentation of transportation observed.

Sleeping & Resting Equipment**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Technical Assistance****Technical Assistance**

591-1-1-.30(4) - The center director / staff will ensure that if mats / cots are stored within the classroom setting, they will be covered in efforts to prevent spread of germs and disease.

Correction Deadline: 8/10/2018

Staff Records**Records Reviewed: 18****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 08/11/2016

Staff # 2

Met

Date of Hire: 06/23/2201

Reminder - Health & Safety training is required within 90
calendar days of hired

Staff # 3

Met

Date of Hire: 12/30/2013

Staff # 4 Met

Date of Hire: 03/27/2017

Staff # 5 Met

Date of Hire: 04/22/2017

Staff # 6 Met

Date of Hire: 05/14/2016

Staff # 7 Met

Date of Hire: 01/28/2013

Staff # 8 Met

Date of Hire: 09/30/2002

Staff # 9 Met

Date of Hire: 04/22/2016

Staff # 10 Met

Date of Hire: 03/19/2018

Staff # 11 Met

Date of Hire: 08/19/2015

Staff # 12 Met

Date of Hire: 08/03/2017

Staff # 13 Met

Date of Hire: 09/22/2014

Staff # 14 Met

Date of Hire: 08/21/2013

Staff # 15 Met

Date of Hire: 08/11/2017

Staff # 16 Met

Date of Hire: 12/12/2012

Staff # 17 Met

Date of Hire: 08/07/2013

Staff # 18 Met

Date of Hire: 12/01/2017

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

Met

Comment

Criminal records checks were observed to be complete.

591-1-1-.33 Staff Training

Defer

Defer

591-1-1-.33(6)- This rule will be deferred until the first Licensing Study in 2019.

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: 2/28/2018

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.