



**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:** 10/4/2017    **VisitType:** Monitoring Visit    **Arrival:** 1:50 PM    **Departure:** 3:00 PM

**CCLC-47013**

**Mrs. Sharon's Playschool**

307 Myrtle Avenue Woodbine, GA 31569 Camden County  
 (912) 576-3440 sharonmwilliams@tds.net

**Regional Consultant**

Connie Boatright

Phone: (912) 544-9701

Fax: (912) 544-9700

connie.boatright@dec.al.ga.gov

**Mailing Address**

307 Myrtle Ave  
 Woodbine, GA 31569

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
10/04/2017	Monitoring Visit	Good Standing	
05/23/2017	Initial 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	A	Infants and One Year Olds and Two Year Olds and Three Year Olds and Four Year Olds	2	12	C	18	C	NA	NA	Transitioning,TV, Nap,Snack
Total Capacity @35 sq. ft.: 18			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 12			Total Capacity @35 sq. ft.: 18			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	52	C

**Comments**

This Monitoring Visit is the first regulatory visit for Mrs. Sharon's Playschool this 2017 - 2018 fiscal year.

The consultant reviewed all staff files and finds that each staff member / household member has a satisfactory fingerprint criminal records clearance determination letter on file.

A staff member stated no medication is administered, no field trips or transportation is provided.

Plan of Improvement: Developed This Date 10/04/2017

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](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.



**Sign up Today!**

[www.qualityrated.decga.gov](http://www.qualityrated.decga.gov)

Any Licensed Program Eligible to Participate

**Free** Approved Training

**Free** Technical Assistance

Eligible for \$1,000 Materials Mini Grant

1, 2, 3 Star Rated Programs Receive Bonus Packages

Great Marketing Tool

Raises the Bar in Child Care

For More Information:

Email: [QualityRated@decga.gov](mailto:QualityRated@decga.gov) or Call: 855-800-7747

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@decga.gov](mailto:CCSRefutations@decga.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://decga.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)

---

Sharon Williams, 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:** 10/4/2017 **VisitType:** Monitoring Visit

**Arrival:** 1:50 PM

**Departure:** 3:00 PM

**CCLC-47013**

**Mrs. Sharon's Playschool**

307 Myrtle Avenue Woodbine, GA 31569 Camden County  
(912) 576-3440 sharonmwilliams@tds.net

**Mailing Address**

307 Myrtle Ave  
Woodbine, GA 31569

**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 providers home / center.

**Correction Deadline: 10/4/2017**

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

**Met**

**Comment**

Observed-Variety Throughout Center

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

**Met**

**Comment**

No Swimming Activities Provided

### Children's Records

**Records Reviewed: 1**

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

Child # 1

Met

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

**Met**

**Comment**

Observed-Records Complete/Well Organized

### Facility

---

<b>591-1-1-.06 Bathrooms</b>	<b>Met</b>
------------------------------	------------

**Comment**

Observation-Clean and Well Maintained

---

<b>591-1-1-.19 License Capacity(CR)</b>	<b>Met</b>
---	------------

**Comment**

Licensed Capacity Routinely Met

---

<b>591-1-1-.25 Physical Plant - Safe Environment(CR)</b>	<b>Met</b>
--	------------

**Comment**

Observation-No Hazards Accessible

---

<b>591-1-1-.26 Playgrounds(CR)</b>	<b>Met</b>
------------------------------------	------------

**Comment**

Observation-Clean/Good Repair

<b>Health and Hygiene</b>
---------------------------

---

<b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b>	<b>Met</b>
--	------------

**Comment**

Observed-Proper Diapering

---

<b>591-1-1-.17 Hygiene(CR)</b>	<b>Met</b>
--------------------------------	------------

**Comment**

Observed-Proper Hand Washing Throughout

---

<b>591-1-1-.20 Medications(CR)</b>	<b>Met</b>
------------------------------------	------------

**Comment**

The lead staff member stated no medications are administered.

**Correction Deadline: 10/4/2017**

<b>Safety</b>
---------------

---

<b>591-1-1-.05 Animals</b>	<b>Met</b>
----------------------------	------------

**Comment**

No Animals Kept

---

<b>591-1-1-.11 Discipline(CR)</b>	<b>Met</b>
-----------------------------------	------------

**Comment**

Observed-Positive Learning Environment

---

<b>591-1-1-.13 Field Trips(CR)</b>	<b>Met</b>
------------------------------------	------------

**Comment**

No Field Trips at This Time

---

<b>591-1-1-.36 Transportation(CR)</b>	<b>Met</b>
---------------------------------------	------------

**Comment**

No Routine Transportation Provided

<b>Sleeping &amp; Resting Equipment</b>
---

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

Correct number of mats; disinfecting discussed

**Comment**

Discussed-SIDS/Infant Sleeping Position

**Staff Records****Records Reviewed: 4****Records with Missing/Incomplete Components: 1**

Staff # 1

Not Met

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate

Staff # 2

Met

Date of Hire: 01/17/2017

Staff # 3

Met

Date of Hire: 02/05/2006

Staff # 4

Met

Date of Hire: 05/23/2017

**Staff Credentials Reviewed: 4****591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Criminal Records Check complete

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

Observed-100% Certified First Aid &amp; CPR

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

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on the consultant's review of staff files and the staff member's statement, one staff member hired March 1, 2017 and has not completed the required health and safety orientation training as required.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 11/3/2017****591-1-1-.31 Staff(CR)****Met****Comment**

Lead staff education requirements

**Staffing and Supervision**

---

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

**Comment**

Observed-Appropriate Staff:Child Ratios

---

<b>591-1-1-.32 Supervision(CR)</b>	<b>Met</b>
------------------------------------	------------

**Comment**

Observed-Direct Supervision/Attentive Staff