



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: 8/21/2019 **VisitType:** Initial Licensing Study **Arrival:** 9:45 AM **Departure:** 2:30 PM

CCLC-49216

Georgia Migrant & Seasonal Head Start Norman Park Center

133 Serena Drive Norman Park, GA 31771 Colquitt County
 (229) 316-9081 owhite@telamon.org

Mailing Address
 Same

Regional Consultant

Jennifer Salies

Phone: (770) 357-7052

Fax: (770) 357-7051

jennifer.salies@decal.ga.gov

Joint with: Angela Byrd

Quality Rated: No

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.
08/21/2019	Initial Licensing Study	Good Standing	
			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	A- 3- 5 yr olds	Three Year Olds	2	4	C	17	C	NA	NA	Centers
Main	B- 3-5 yrs old	Three Year Olds	2	3	C	17	C	NA	NA	Centers
Main	C- 2's	Two Year Olds	2	4	C	17	C	NA	NA	Centers
Main	D- 2's	Two Year Olds	2	5	C	17	C	NA	NA	Outside
Main	E- 1's	One Year Olds	2	4	C	13	C	NA	NA	Centers
Main	F- 1's		0	0	C	13	C	NA	NA	
Main	G- 6wks-12mths	Infants	2	2	C	5	C	NA	NA	Feeding,Nap
Total Capacity @35 sq. ft.: 99			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 22			Total Capacity @35 sq. ft.: 99			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A - 6wks-2yrs	42	C
Main	Playground B - 3-5 yrs	46	C

Comments

Permission to Operate was issued on this date. Facility does not carry Liability Insurance. Consultant discussed Quality Rated and the new Criminal Background rules and regulations on this date.

Plan of Improvement: Developed This Date 08/21/2019

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.decga.gov/CCS/RulesAndRegulations.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

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.decga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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.

- 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)



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.decga.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@decga.gov

Olga WHITE, Program Official

Date

Angela Byrd, Consultant

Date

Jennifer Salies, Consultant

Date



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Findings Report

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The following information is associated with a Initial Licensing Study:

Activities and Equipment

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

Met

Comment

Equipment and furniture observed to be properly secured.

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

The overall licensed capacity is 99 children. Per the State Fire Marshal Certificate of Occupancy the facility may not exceed 100 children.

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

Met

Comment

No hazards observed accessible to children on this date.

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

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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**

Discussed proper medication documentation and procedures.

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)**Met****Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

Complete documentation of transportation observed dated from August 12, 2019 through August 21, 2017. Seventeen (17) of seventeen (17) children records were observed completed on this date.

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

591-1-1-.30(1)(a) - Consultant observed six (6) cribs in the classroom G, one (1) crib was manufactured in August 2010. The Center Director removed the crib from the facility promptly and classroom capacity was limited to five (5) children. Consultant discussed that a new crib would need to be purchased prior to increasing the enrollment of classroom G and left an Amendment form with the Director. Two (2) infants were present during the visit on this date.

Correction Deadline: 8/31/2019

Staff Records

Records Reviewed: 14**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 06/15/2015

Staff # 2

Met

Date of Hire: 05/21/2019

Staff # 3

Met

Date of Hire: 05/21/2019

Staff # 4

Met

Records Reviewed: 14**Records with Missing/Incomplete Components: 0**

Date of Hire: 05/24/2019

Staff # 5

Met

Date of Hire: 05/21/2019

Staff # 6

Met

Date of Hire: 05/21/2019

Staff # 7

Met

Date of Hire: 05/21/2019

Staff # 8

Met

Date of Hire: 06/19/2019

Staff # 9

Met

Date of Hire: 05/01/2019

Staff # 10

Met

Date of Hire: 05/21/2019

Staff # 11

Met

Date of Hire: 05/21/2019

Staff # 12

Met

Date of Hire: 05/27/2019

Staff # 13

Met

Date of Hire: 05/21/2019

Staff # 14

Met

Date of Hire: 09/21/2015

Staff Credentials Reviewed: 7**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete. Twenty-six (26) of twenty-six (26) staff records were observed to have comprehensive satisfactory Criminal Background Check determination letters on file.

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**

A supervision plan was created on this date for the playground B as it wraps around the building.