



**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:** 8/17/2022    **VisitType:** Monitoring Visit    **Arrival:** 12:50 PM    **Departure:** 1:40 PM

**CCLC-51064**

**Appling County Head Start**

22 Junior High Drive Baxley, GA 31513 Appling County  
 (912) 367-4321 breynolds@myactionpact.org

**Regional Consultant**

Connie Boatright  
 Phone: (912) 544-9701  
 Fax: (912) 544-9700  
 connie.boatright@decals.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** ★ ★ ★

<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.
08/17/2022	Monitoring Visit	Good Standing	
02/24/2022	Licensing Study	Good Standing	
08/19/2021	Monitoring Visit	Good Standing	

  

<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.

**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	3 (C)	One Year Olds and Two Year Olds	2	7	C	20	C	NA	NA	Nap
Main	A (1)	Three Year Olds and Four Year Olds	3	10	C	20	C	NA	NA	Outside, Transitioning
Main	B (2)	Three Year Olds and Four Year Olds	2	11	C	20	C	NA	NA	Nap
Main	D (EHS)	Infants and One Year Olds and Two Year Olds	2	6	C	20	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 80					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 34			Total Capacity @35 sq. ft.: 80			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A (EHS)	69	C
Main	B (HS)	143	C

**Comments**

An in person Monitoring Visit was conducted on this day. The center director stated there is a total of sixteen staff with four of the sixteen staff being new hires since the consultant's last visit. The center director stated no medication has been administered since the last visit, no field trips or routine transportation is provided. The consultant request documents to be uploaded for the administrative review by close of business, August 24, 2022.

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



### Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

Belinda Reynolds, Program Official

Date

Connie Boatright, Consultant

Date



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**Findings Report**

**Date:** 8/17/2022 **VisitType:** Monitoring Visit

**Arrival:** 12:50 PM

**Departure:** 1:40 PM

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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 through out the center.

**Correction Deadline: 8/17/2022**

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

**Met**

**Comment**

Toys and equipment were observed to be clean and in good repair.

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

**Met**

**Comment**

Center does not provide swimming activities.

**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.

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**591-1-1-.26 Playgrounds(CR)****Technical Assistance****Technical Assistance**

591-1-1-.26(6) - The center director will ensure that the balance beam located on the playground on the left is free of chipping paint.

**Correction Deadline: 8/28/2022**

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**Food Service**

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**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://decal.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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

The center director will continue to monitor the refrigeration of all perishable and potentially hazardous foods at 40 degrees Fahrenheit or below and served promptly after cooking. Freezer temperature shall be maintained at zero (0) degrees Fahrenheit or below.

**Correction Deadline: 8/17/2022**

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**Health and Hygiene**

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

Staff state proper knowledge of diapering procedures.

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**591-1-1-.17 Hygiene(CR)****Met****Comment**

Proper hand washing observed throughout the center.

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**591-1-1-.20 Medications(CR)****Met****Comment**

The Provider currently does not dispense/administer medication.

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**Safety**

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

Center does not keep animals on premises.

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**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.

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

Center does not participate in field trips at this time.

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

Center does not provide routine transportation.

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<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Discussed SIDS and infant sleeping position.

**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.

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<b>Staff Records</b>
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**Records Reviewed: 16****Records with Missing/Incomplete Components: 0**

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Staff # 1

Met

Date of Hire: 11/15/2021

Staff # 2

Met

Date of Hire: 07/26/2022

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

Staff # 3

Met

Date of Hire: 12/03/2019

Staff # 4

Met

Date of Hire: 12/02/2009

Staff # 5

Met

Date of Hire: 08/24/1987

Staff # 6

Met

Date of Hire: 07/31/2017

**Records Reviewed: 16**

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

Staff # 7 Date of Hire: 10/02/1998	Met
Staff # 8 Date of Hire: 03/02/2014	Met
Staff # 9 Date of Hire: 10/15/2007	Met
Staff # 10 Date of Hire: 02/07/2022	Met
Staff # 11 Date of Hire: 04/04/2022	Met
Staff # 12 Date of Hire: 09/04/1997	Met
Staff # 13 Date of Hire: 02/28/2022	Met
Staff # 14 Date of Hire: 12/11/2006	Met
Staff # 15 Date of Hire: 03/11/2022	Met
Staff # 16 Date of Hire: 01/07/2016	Met

**Staff Credentials Reviewed: 6**

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

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided 4 file(s) for employees hired since last visit.

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

**Comment**

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

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

**Comment**

Documentation observed of required staff training.

**Technical Assistance**

591-1-1-.33(3) - The center director will ensure Health and Safety and Orientation training is completed within the first 90 days of hire.

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.