



**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: 7/9/2021 **VisitType:** Initial Licensing Study **Arrival:** 10:45 AM **Departure:** 12:15 PM

CCLC-51243

Louisville Head Start Center

Route 3, Middleground Road Louisville, GA 30424 Jefferson County
(478) 625-8911 esmith@csraeoaheadstart.org

Mailing Address

5315 Middleground Road
Louisville, GA 30424

Regional Consultant

Jennifer Salies

Phone: (770) 357-7052

Fax: (770) 357-7051

jennifer.salies@dec.al.ga.gov

Joint with: Kati Cosby

Quality Rated: No

Compliance Zone Designation		
07/09/2021	Initial Licensing Study	Good Standing

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.

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Modular 2	A- 3- 5 years		0	0	C	17	C	NA	NA	
Modular 2	B- 3 - 5 years		0	0	C	17	C	NA	NA	
Total Capacity @35 sq. ft.: 34						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 0			Total Capacity @35 sq. ft.: 34			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Modular 2	Playground - 3 - 5 yrs	87	C

Comments

An Administrative Review was conducted on June 28, 2021. Staff files, children's files, training, and background checks were all reviewed. An in person Initial Licensing Study was conducted on July 9, 2021. The exit conference was conducted virtually on July 13, 2021 at 2:30 p.m. with the Director. Permission to Operate was issued on this date. The facility carries Liability Insurance. The overall capacity was self-limited to 34 children.

Plan of Improvement: Developed This Date 07/09/2021

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.decal.ga.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.decal.ga.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@decal.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://decal.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).

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.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@decal.ga.gov

SHAQUANA SCOTT, Program Official

Date

Jennifer Salies, Consultant

Date

Kati Cosby, 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)

Technical Assistance

Comment

Equipment and furniture observed to be properly secured.

Technical Assistance

591-1-1-.12(4) - Consultant discussed securing the computer screens to the table tops prior to children coming back on August 2, 2021.

Correction Deadline: 7/9/2021

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

Met

Comment

Center does not provide swimming activities. Consultant observed no pool on site.

Facility

591-1-1-.19 License Capacity(CR)

Met

Comment

Permission to Operate issued on this date. The overall licensed capacity is self-limited to 34 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**

No children enrolled who require diapering. Program serving children three (3) years through five (5) years old. Consultant discussed the American Disability Act guidelines and alternate methods used for diapering.

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

There were no children present on this date. Proper hand washing of children and staff was discussed with the director on this date.

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

Discussed proper medication documentation and procedures.

Safety

591-1-1-.11 Discipline(CR)**Met****Comment**

There were no children present on this date. The center's discipline policy was reviewed on this date. Regulations regarding proper discipline were discussed with the director on this date.

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

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

Comment

The vehicle was checked for compliance. Proper restraints were observed and discussed with the director.

Comment

Vehicle was not present at the center. Consultant reviewed current/completed inspection for all vehicles used in transporting children this date.

Sleeping & Resting Equipment

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

Program not serving infants. Consultant observed the correct number of cots, sheets, and covers on this date.

Staff Records

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

Staff # 1 Met

Date of Hire: 02/05/2021

Staff # 2 Met

Date of Hire: 01/11/1999

Staff # 3 Met

Date of Hire: 09/19/2020

Staff # 4 Met

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

Date of Hire: 04/06/1998

Staff # 5

Met

Date of Hire: 08/01/1988

Staff # 6

Met

Date of Hire: 11/16/2019

Staff # 7

Met

Staff # 8

Met

Date of Hire: 08/03/2009

Staff # 9

Met

Date of Hire: 09/30/2019

Staff # 10

Met

Date of Hire: 10/13/2014

Staff # 11

Met

Date of Hire: 05/04/2020

Staff # 12

Met

Date of Hire: 02/23/1998

Staff # 13

Met

Date of Hire: 10/06/2003

Staff # 14

Met

Date of Hire: 09/01/1992

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

Criminal record checks were observed to be complete. Twelve (12) of twelve (12) 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**

There were no children present on this date. Proper ratios and classroom capacities were discussed with the director on this date.

Comment

A supervision plan was created on this date for the route to the playground for classrooms A and B.

Comment

There were no children present on this date. Proper supervision of children, including being prompt to children's needs, was discussed with the director on this date.