



**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: 1/21/2021 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 12:00 PM

CCLC-663

Banks County Pre-K/Head Start

335 Evans Street Homer, GA 30547 Banks County
(706) 677-2963 jan.bertrang@ndohs.org

Regional Consultant

Kelly Jones

Phone: (770) 357-7062

Fax: (770) 357-7061

kelly.jones@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★ ★

Compliance Zone Designation		
01/21/2021	Licensing Study	Good Standing
08/26/2020	Monitoring Visit	Good Standing
02/18/2020	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	
Main	A:Front Hall-2L	Three Year Olds and Four Year Olds	2	12	C	22	C	NA	NA	Transitioning,Ce nters	
Main	B:Front Hall-2R	Three Year Olds and Four Year Olds and Five Year Olds	2	14	C	22	C	NA	NA	Art,Centers	
Main	C:Front Hall-1R	Four Year Olds and Five Year Olds	2	12	C	22	C	NA	NA	Circle Time	
Main	D:Back Hall-1L	Five Year Olds and PreK	2	17	C	21	C	NA	NA	Circle Time	
Main	E:Back Hall-2R	Five Year Olds and PreK	2	18	C	21	C	NA	NA	Centers	
Main	F:Back Hall-2L	Five Year Olds and PreK	2	12	C	22	C	NA	NA	Circle Time	
Main	G:Back Hall-1R	Three Year Olds and Four Year Olds	3	12	C	21	C	NA	NA	Music	
Total Capacity @35 sq. ft.: 151						Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 97			Total Capacity @35 sq. ft.: 151			Total Capacity @25 sq. ft.: 0			Building @25 capacity limited by Heath Department Limitations		

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	125	C

Comments

A virtual inspection was conducted on January 21, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. An Administrative Review was conducted on January 20, 2021, staff records, children's files, training and background checks were all reviewed. The program was in compliance with the Executive Order issued on September 30, 2020 and was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 01/21/2021

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

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

Jan Bertrang, Program Official

Date

Kelly Jones, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

A variety of equipment and toys were observed throughout the center. Director stated due to COVID-19 some of the children's materials and supplies are individualized.

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

Comment

Records were observed to be complete and well organized.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. 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.

Comment

No hazards observed accessible to children on this date.

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

Met

Comment

The outside area appears clean and well maintained. Consultant discussed monitoring the playground and fence surrounding the playground area for normal wear and tear (i.e. exposed roots, active ant beds, resilient surface levels, entrapment hazards, etc.) with the director on this date.

Food Service

591-1-1-.15 Food Service & Nutrition

Met

Comment

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized.

Health and Hygiene

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

Met

Comment

No children enrolled who require diapering. School age children attend only for after school hours.

591-1-1-.17 Hygiene(CR)

Met

Comment

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR)

Met

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Met**

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit. Consultant discussed with provider to ensure to maintain records as required by the department.

591-1-1-.22 Parental Access **Met**

Comment

591-1-1-.22 -

Correction Deadline: 1/21/2021

591-1-1-.27 Posted Notices **Met**

Comment

Observed all required posted notices.

591-1-1-.29 Required Reporting **Met**

Comment

Discussed reporting requirements.

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

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.

Staff Records

Records Reviewed: 71

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Records Reviewed: 71**Records with Missing/Incomplete Components: 0**

Date of Hire: 10/13/2026

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

Staff # 2	Met
Date of Hire: 08/02/2019	
Staff # 3	Met
Date of Hire: 06/07/2010	
Staff # 4	Met
Date of Hire: 06/06/2019	
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Date of Hire: 11/11/1996	
Staff # 12	Met
Date of Hire: 07/23/2018	
Staff # 13	Met
Staff # 14	Met
Staff # 15	Met
Date of Hire: 12/20/2019	
Staff # 16	Met
Date of Hire: 08/18/2020	
Staff # 17	Met
Date of Hire: 07/23/2018	
Staff # 18	Met
Date of Hire: 09/05/2019	
Staff # 19	Met
Date of Hire: 11/23/2018	

Staff # 20 Date of Hire: 09/19/2019	Met
Staff # 21	Met
Staff # 22	Met
Staff # 23	Met
Staff # 24	Met
Staff # 25	Met
Staff # 26	Met
Staff # 27 Date of Hire: 08/19/2019	Met
Staff # 28	Met
Staff # 29 Date of Hire: 10/24/2017	Met
Staff # 30	Met
Staff # 31	Met
Staff # 32	Met
Staff # 33	Met
Staff # 34	Met
Staff # 35 Date of Hire: 07/29/2019	Met
Staff # 36 Date of Hire: 10/05/2012	Met
Staff # 37	Met
Staff # 38	Met
Staff # 39	Met
Staff # 40	Met
Staff # 41	Met

Staff # 42	Met
Staff # 43	Met
Staff # 44	Met
Staff # 45 Date of Hire: 07/23/2018	Met
Staff # 46	Met
Staff # 47 Date of Hire: 08/03/2020	Met
Staff # 48	Met
Staff # 49	Met
Staff # 50	Met
Staff # 51 Date of Hire: 12/10/2019	Met
Staff # 52	Met
Staff # 53	Met
Staff # 54 Date of Hire: 08/22/2019	Met
Staff # 55 Date of Hire: 10/29/2018	Met
Staff # 56	Met
Staff # 57	Met
Staff # 58	Met
Staff # 59	Met
Staff # 60 Date of Hire: 02/19/2019	Met
Staff # 61 Date of Hire: 02/14/2019	Met
Staff # 62	Met

Records Reviewed: 71

Records with Missing/Incomplete Components: 0

Staff # 63	Met
Staff # 64	Met
Staff # 65 Date of Hire: 09/26/2018	Met
Staff # 66	Met
Staff # 67 Date of Hire: 09/01/2018	Met
Staff # 68 Date of Hire: 07/13/2018	Met
Staff # 69	Met
Staff # 70	Met
Staff # 71 Date of Hire: 08/03/2018	Met

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.

Comment

Director provided 1 file(s) for employees hired since last visit. August 26, 2020.

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit. Consultant discussed with provider to ensure to maintain materials and supplies as required by the department.

Comment

First Aid/CPR- CPR and First Aid requirements are met per current COVID-19 guidelines.

591-1-1-.33 Staff Training **Technical Assistance**

Technical Assistance

591-1-1-.33 - Consultant discussed the food preparation training requirements with the director. on this date.

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

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during the virtual walk through on this date. The program is in compliance with the Executive Order issued on September 30, 2020.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)**Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Center observed to maintain appropriate staff:child ratios.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Staff observed to provide direct supervision and be attentive to children's needs.