



**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: 9/6/2017 **VisitType:** Monitoring Visit **Arrival:** 10:20 AM **Departure:** 1:45 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

Neli Todorova

Phone: (770) 359-5167

Fax: (678) 891-5630

neli.todorova@decal.ga.gov

Mailing Address

Same

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. 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.
09/06/2017	Monitoring Visit	Good Standing	
02/24/2017	Licensing Study	Good Standing	
09/12/2016	Monitoring Visit	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	B:Front Hall-2R	Three Year Olds	2	16	C	22	C	NA	NA	Centers,Free Play	
Main	C:Front Hall-1R	Three Year Olds and Four Year Olds	2	12	C	22	C	NA	NA	Centers,Free Play	
Main	D:Back Hall-1L	PreK	2	22	C	21	NC	NA	NA	Free Play,Centers	
Main	E:Back Hall-2R	PreK	2	16	C	21	C	NA	NA	Centers	
Main	F:Back Hall-2L	PreK	2	19	C	22	C	NA	NA	Centers	
Main	G:Back Hall-1R	PreK	2	18	C	21	C	NA	NA	Centers	
Total Capacity @35 sq. ft.: 129						Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 103			Total Capacity @35 sq. ft.: 129			Total Capacity @25 sq. ft.: 0			Building @25 capacity limited by Health Department Limitations		

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	125	C

Comments

The purpose of this visit is to follow up on visit from February 24, 2017 and to conduct a Monitoring visit. Consultant e-mailed new Emergency Preparedness Plan template and new drills form to the director on this date.

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).



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. You are encouraged not to wait and to complete the process as soon as possible.



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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@dec.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://dec.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)

Jan Bertrang, Program Official

Date

Neli Todorova, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Comment

Observed-Variety Throughout Center

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

Comment

No Swimming Activities Provided

Facility

591-1-1-.06 Bathrooms **Technical Assistance**

Technical Assistance

591-1-1-.06(4) - Consultant discussed with Director to make sure that the bathrooms either have functioning exhaust fans and duct system for proper ventilation.

Correction Deadline: 10/6/2017

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

Comment

Licensed Capacity Routinely Met. Provider has 35 square foot Variance on file for the Pre-K classrooms.

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

Comment

Observation-No Hazards Accessible

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

Comment

Observation-Clean/Good Repair

Health and Hygiene

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

There are no infants enrolled. There are a few children that are in pull-ups and staff stated proper knowledge of diapering.

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

Observed-Proper Hand Washing Throughout

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

Director reported that no medication is administered at the center.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Technical Assistance****Technical Assistance**

591-1-1-.21(1)(p) - Consultant discussed with director to update the existing Emergency Preparedness Plan to include a written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. consultant e-mailed plan template and new drills form to the director on this date.

Correction Deadline: 9/11/2017

Safety

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

Observed-Positive Learning Environment

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

No Field Trips at This Time

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

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Correct number of mats; disinfecting discussed

Staff Records

Records Reviewed: 17**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Staff # 2 Date of Hire: 02/17/2017	Met
Staff # 3 Date of Hire: 09/03/2016	Met
Staff # 4 Date of Hire: 07/11/2005	Met
Staff # 5 Date of Hire: 07/11/2015	Met
Staff # 6 Date of Hire: 06/07/2010	Met
Staff # 7	Met
Staff # 8	Met
Staff # 9 Date of Hire: 07/25/2016	Met
Staff # 10	Met
Staff # 11 Date of Hire: 10/05/2012	Met
Staff # 12 Date of Hire: 07/26/2016	Met
Staff # 13 Date of Hire: 07/25/2016	Met
Staff # 14 Date of Hire: 07/08/2012	Met
Staff # 15 Date of Hire: 08/01/2005	Met
Staff # 16 Date of Hire: 11/11/1996	Met
Staff # 17 Date of Hire: 11/01/2012	Met

Staff Credentials Reviewed: 17

591-1-1-.09 Criminal Records Check(CR) **Met**

Comment

Director reported no new staff on this date. Criminal Records Check complete for all staff.

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

Comment

Observed-50% Certified First Aid & CPR

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

Comment

Consultant observed Health and Safety Training on file for all staff on this date.

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

Comment

Consultant observed staff comply with applicable laws and regulations.

Staffing and Supervision

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

Comment

Observed-Appropriate Staff:Child Ratios

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

Comment

Observed-Direct Supervision/Attentive Staff