



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: 5/6/2021 **VisitType:** Monitoring Visit **Arrival:** 9:30 AM **Departure:** 11:30 AM

CCLC-669

Franklin County Head Start/Pre-K (Hartwell Road)

84 Hartwell Road Lavonia, GA 30553 Franklin County
 (706) 356-3546 angel.coker@ndohs.org

Regional Consultant

Kelly Jones

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Mailing Address

PO Box 519
 Lavonia, GA 30553

Quality Rated: ★ ★ ★

<u>Compliance Zone Designation</u>			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.
05/06/2021	Monitoring Visit	Good Standing	
10/22/2020	Licensing Study	Good Standing	
12/12/2019	Licensing Study	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	A-3-4 years	PreK	2	17	C	22	C	NA	NA	Centers
Main	B-3 years	Three Year Olds	2	14	C	25	C	NA	NA	Transitioning, Out side
Main	C-4 years	PreK	2	17	C	22	C	NA	NA	Centers
Main	D-4 years	PreK	2	11	C	22	C	NA	NA	Centers
Main	E-4-5 years	PreK	2	17	C	22	C	NA	NA	Transitioning, Clean Up
Main	F-Pre-K	PreK	2	17	C	22	C	NA	NA	Transitioning, Out side
Main	G-Pre-K	PreK	2	12	C	20	C	NA	NA	Centers
Main	Gym		0	0	C	75	C	NA	NA	
Main	H-Pre-K	Three Year Olds and Four Year Olds	2	12	C	23	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 253			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 117			Total Capacity @35 sq. ft.: 253							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	117	C

Comments

A virtual inspection was conducted on May 6, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. The program was in compliance with the Executive Order issued on May 1, 2021 and was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 05/06/2021

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.dec.state.ga.us/ChildCare/ChildCareRulesAndRegulations.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@dec.state.ga.us.

- 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.state.ga.us/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.dec.state.ga.us/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us

Angel Ayers, Program Official

Date

Kelly Jones, 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**

A variety of equipment and toys were observed throughout the center.

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.

Facility**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.

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.

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)

Technical Assistance

Technical Assistance

591-1-1-.20 - Consultant discussed with the director to ensure all documentation is completed on all medication authorization forms and action plans.

Safety

591-1-1-.11 Discipline(CR)

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through on this date. Staff stated knowledge of appropriate discipline procedures. Staff were observed to maintain a positive learning environment on this date.

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: 58

Records with Missing/Incomplete Components: 3

Staff # 1

Met

Date of Hire: 08/30/2017

Staff # 2

Met

Date of Hire: 07/23/2018

Staff # 3

Met

Date of Hire: 09/28/1998

Staff # 4

Met

Date of Hire: 02/03/2020

Staff # 5 Date of Hire: 08/15/2007	Met
Staff # 6 Date of Hire: 12/04/2017	Met
Staff # 7 Date of Hire: 07/15/2019	Met
Staff # 8 Date of Hire: 06/27/2019	Met
Staff # 9 Date of Hire: 07/25/2016	Met
Staff # 10 Date of Hire: 07/25/2016	Met
Staff # 11 Date of Hire: 01/20/2021 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 12	Met
Staff # 13 Date of Hire: 11/14/2005	Met
Staff # 14 Date of Hire: 06/05/2018	Met
Staff # 15 Date of Hire: 09/03/2002	Met
Staff # 16 Date of Hire: 01/01/2019	Met
Staff # 17 Date of Hire: 04/23/2019	Met
Staff # 18 Date of Hire: 03/15/2019	Met
Staff # 19 Date of Hire: 12/03/2018	Met

Staff # 20	Met
Date of Hire: 01/01/2009	
Staff # 21	Met
Staff # 22	Met
Date of Hire: 08/20/2018	
Staff # 23	Met
Date of Hire: 08/19/2019	
Staff # 24	Met
Date of Hire: 04/04/2019	
Staff # 25	Met
Date of Hire: 10/29/2007	
Staff # 26	Met
Date of Hire: 01/19/2021	
Staff # 27	Met
Date of Hire: 03/15/2019	
Staff # 28	Met
Staff # 29	Not Met
Date of Hire: 01/11/2021	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 30	Met
Date of Hire: 07/01/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 31	Met
Date of Hire: 03/19/2019	
Staff # 32	Met
Date of Hire: 06/10/2020	
Staff # 33	Met
Date of Hire: 05/29/2019	
Staff # 34	Met
Date of Hire: 03/22/2019	

Staff # 35 Date of Hire: 03/28/2017	Met
Staff # 36 Date of Hire: 01/01/2019	Met
Staff # 37 Date of Hire: 11/27/2017	Met
Staff # 38 Date of Hire: 03/20/2019	Met
Staff # 39 Date of Hire: 03/22/2019	Met
Staff # 40 Date of Hire: 10/15/2018	Met
Staff # 41 Date of Hire: 03/06/2019	Met
Staff # 42 Date of Hire: 09/25/2017	Met
Staff # 43 Date of Hire: 03/28/2019	Met
Staff # 44 Date of Hire: 03/21/2016	Met
Staff # 45 Date of Hire: 03/11/2019	Met
Staff # 46 Date of Hire: 08/09/2004	Met
Staff # 47 Date of Hire: 03/11/2019	Met
Staff # 48 Date of Hire: 08/29/2014	Met
Staff # 49 Date of Hire: 03/13/2019	Met

Staff # 50	Not Met
Date of Hire: 02/02/2021	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 51	Met
Staff # 52	Met
Date of Hire: 03/22/2019	
Staff # 53	Met
Staff # 54	Met
Date of Hire: 09/05/2017	
Staff # 55	Met
Date of Hire: 06/27/2005	
Staff # 56	Met
Date of Hire: 03/21/2019	
Staff # 57	Met
Date of Hire: 07/24/2017	
Staff # 58	Met
Date of Hire: 08/03/2018	

Staff Credentials Reviewed: 8**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

58 of 58 Criminal record checks were observed to be complete that were listed.

Comment

Director provided five file(s) for employees hired since last visit 10/22/2020.

591-1-1-.14 First Aid & CPR Not Met**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined . It was determined based on a review of records that staff # 11, hire date 1/20/21, staff # 29, hire date 1/11/2021 and staff # 50, hire date 2/2/2021 don't have evidence on file of completing the required CPR/first aid training within the first 90 days of hire.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 6/5/2021

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

Staff observed to be compliant with applicable laws and regulations. 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 May 1, 2021.

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**

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