



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: 1/23/2018 **VisitType:** Licensing Study **Arrival:** 9:05 AM **Departure:** 11:55 AM

CCLC-680

Regional Consultant

Stephens County Head Start

176 South Broad Street Toccoa, GA 30577 Stephens County
 (706) 886-7675 patrice.wheeler@ndohs.org

Phone:
 Fax:
 rhianna.clark@decal.ga.gov

Mailing Address
 PO Box 129
 Toccoa, GA 30577

Quality Rated: ★ ★ ★

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.
01/23/2018	Licensing Study	Good Standing	
08/08/2017	Monitoring Visit	Good Standing	
05/02/2017	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	A-1L	Three Year Olds	2	12	C	21	C	NA	NA	Centers
Main	B-2L	PreK	2	18	C	21	C	NA	NA	Centers
Main	C-3L	Three Year Olds and Four Year Olds	2	14	C	20	C	NA	NA	Centers
Main	D-4L	Three Year Olds and Four Year Olds	2	13	C	20	C	NA	NA	Centers
Main	E-5L	Three Year Olds and Four Year Olds and Five Year Olds	2	13	C	20	C	NA	NA	Centers
Main	F-2R		0	0	C	17	C	NA	NA	
Main	G-1R		0	0	C	18	C	NA	NA	
Total Capacity @35 sq. ft.: 137					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 70					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	114	C

Comments

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.

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.al.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.al.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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

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

Patrice Wheeler, Program Official

Date

Rhianna Clark, 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.

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met
Child # 7	Met
Child # 8	Met

Child # 9

Met

591-1-1-.08 Children's Records**Met****Comment**

Records were observed to be complete and well organized.

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**

No hazards observed accessible to children on this date.

591-1-1-.26 Playgrounds(CR)**N/A****Comment**

Playground not observed on this date due to tree company cutting limbs while consultant present. Staff informed not to take children outside 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**

There were no children enrolled in the program requiring diapers on this date.

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

Proper hand washing observed throughout the center.

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

Documentation for medication dispensing observed complete.

Safety**591-1-1-.05 Animals****N/A**

Comment

Center does not keep animals on premises.

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

Staff were observed to maintain a positive learning environment on this date.

591-1-1-.13 Field Trips(CR)**N/A****Comment**

Center does not participate in field trips at this time.

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

Complete documentation of transportation observed.

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. Consultant not present during rest time.

Staff Records

Records Reviewed: 18**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 07/24/2009	
 Staff # 2	 Met
Date of Hire: 02/18/2017	
 Staff # 3	 Met
Staff # 4	Met
Date of Hire: 08/14/2017	
 Staff # 5	 Met
Date of Hire: 08/28/2015	
 Staff # 6	 Met
Date of Hire: 02/11/2002	
 Staff # 7	 Met
Date of Hire: 02/13/2015	
 Staff # 8	 Met
Date of Hire: 07/22/2017	
 Staff # 9	 Met
Date of Hire: 08/07/2017	

Records Reviewed: 18**Records with Missing/Incomplete Components: 0**

Staff # 10	Met
Date of Hire: 10/01/2014	
Staff # 11	Met
Date of Hire: 07/21/2006	
Staff # 12	Met
Staff # 13	Met
Date of Hire: 05/02/2011	
Staff # 14	Met
Date of Hire: 08/24/2017	
Staff # 15	Met
Date of Hire: 08/04/1994	
Staff # 16	Met
Date of Hire: 10/01/2016	
Staff # 17	Met
Staff # 18	Met
Date of Hire: 07/24/2017	

Staff Credentials Reviewed: 18

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

Criminal records checks were observed to be complete for 18 of 18 staff on this date.

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

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

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

Consultant reviewed education requirements to be met for all lead teachers on this date.

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios.

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

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