



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: 10/14/2020 **VisitType:** Monitoring Visit

Arrival: 10:00 AM

Departure: 11:30 AM

CCLC-925

Downs Preschool

3831 Mars Hill Rd. Watkinsville, GA 30677 Oconee County
 (770) 725-1020 lisahenry41@yahoo.com

Regional Consultant

Beth Holland

Phone: (404) 478-8075

Fax: (404) 478-8076

beth.holland@dec.al.gov

Mailing Address

Same

Quality Rated: ★ ★ ★

Compliance Zone Designation		
10/14/2020	Monitoring Visit	Good Standing
12/18/2019	Licensing Study	Good Standing
02/13/2019	Monitoring Visit	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
I	A Left rear		0	0	C	8	C	NA	NA	
I	B-Left Middle		0	0	C	10	C	NA	NA	
I	C-Rt Rear		0	0	C	12	C	NA	NA	
I	D-Rt middle		0	0	C	15	C	NA	NA	
I	E-Rt. Front	PreK	2	22	C	20	NC	NA	NA	Circle Time
I	F-Lt Front	PreK	2	18	C	29	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 94			Total Capacity @25 sq. ft.: 0							
II	left front	PreK	2	18	C	23	C	NA	NA	Centers
II	Left rear	PreK	2	19	C	26	C	NA	NA	Outside
II	Right Front	PreK	2	19	C	24	C	NA	NA	Centers
II	Right Rear	PreK	2	20	C	21	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 94			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 116			Total Capacity @35 sq. ft.: 188			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
I	A-Left small area	40	C
I	B-Right large area	196	C

Comments

A virtual inspection was conducted on October 14, 2020 with the director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

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).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.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

Lisa Henry, Program Official

Date

Beth Holland, 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)

Technical Assistance

Comment

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

Technical Assistance

591-1-1-.12(4) - Consultant discussed with provider to ensure that any aquariums are secured with heavy velcro or a strap to prevent a tipping hazard from becoming present.

Correction Deadline: 10/14/2020

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.

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.

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

Comment

Staff stated proper hand washing procedures.

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

Comment

The Provider currently does not dispense/administer medication.

Safety

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

Comment

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

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

Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 19

Records with Missing/Incomplete Components: 2

Staff # 1 Not Met

Date of Hire: 08/03/2011

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 2 Met

Date of Hire: 10/16/2017

Staff # 3 Not Met

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 4 Met

Date of Hire: 07/27/2016

Staff # 5 Met

Date of Hire: 08/01/2014

Records Reviewed: 19**Records with Missing/Incomplete Components: 2**

Staff # 6 Date of Hire: 08/01/2013	Met
Staff # 7 Date of Hire: 09/26/2017	Met
Staff # 8 Date of Hire: 05/01/2005	Met
Staff # 9 Date of Hire: 08/01/1998	Met
Staff # 10 Date of Hire: 07/31/2019	Met
Staff # 11 Date of Hire: 10/02/2019	Met
Staff # 12 Date of Hire: 08/01/2013	Met
Staff # 13 Date of Hire: 07/26/2016	Met
Staff # 14 Date of Hire: 07/26/2017	Met
Staff # 15 Date of Hire: 12/15/2017	Met
Staff # 16 Date of Hire: 08/01/2014	Met
Staff # 17 Date of Hire: 02/28/2018	Met
Staff # 18 Date of Hire: 08/01/2002	Met
Staff # 19 Date of Hire: 07/27/2016	Met

Staff Credentials Reviewed: 14

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Not Met**

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that one employee recently hired did not have evidence of submitting both an application and fingerprints to the department on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will follow up with department and employees to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will review background check rules to ensure the CRC rules are maintained.

Correction Deadline: 10/14/2020

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that one employee with a date of hire of August 3, 2011 had an expired background letter on this date and a second employee recently hired also did not have evidence satisfactory background check letter on this date. Following the virtual visit, consultant observed both employees to have evidence of satisfactory comprehensive background checks in KOALA by the close of business day, October 14, 2020.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will review background check rules and follow up to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will follow up with employees to ensure the CRC rules are maintained.

Correction Deadline: 10/14/2020

Finding

591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined based on a review of records, one employee with a hire date of August 3, 2011 had an expired background check letter on this date. The employee was not observed to be present on the date of the virtual visit.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will follow up with the department to ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will review letters frequently to ensure CRC rules are maintained.

Correction Deadline: 10/14/2020

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

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020.

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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**

Adequate supervision observed on this date.