



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: 5/2/2023 **VisitType:** Licensing Study **Arrival:** 10:35 AM **Departure:** 3:30 PM

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

Region Consultant

Dianne Clarke

Phone: (770) 357-4923

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Mailing Address

PO Box 519
 Lavonia, GA 30553

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. |
|------------------------------------|------------------|---------------|--|
| 05/02/2023 | Licensing Study | Good Standing | |
| 04/25/2022 | Monitoring Visit | Good Standing | |
| 10/27/2021 | 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 | Four Year Olds and Five Year Olds | 2 | 19 | C | 22 | C | NA | NA | Transitioning, Lunch |
| Main | B-3 years | Three Year Olds and Four Year Olds | 2 | 14 | C | 25 | C | NA | NA | Centers |
| Main | C-4 years | Four Year Olds and Five Year Olds and Six Year Olds and Over | 2 | 18 | C | 22 | C | NA | NA | Centers |
| Main | D-4 years | Four Year Olds and Five Year Olds | 2 | 18 | C | 22 | C | NA | NA | Outside |
| Main | E-4-5 years | Four Year Olds and Five Year Olds | 2 | 18 | C | 22 | C | NA | NA | Outside |
| Main | F-Pre-K | GA PreK | 2 | 18 | C | 22 | C | NA | NA | Centers |
| Main | G-Pre-K | GA PreK | 2 | 11 | 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 | 17 | C | 23 | C | NA | NA | Centers |
| Total Capacity @35 sq. ft.: 253 | | | | | Total Capacity @25 sq. ft.: 0 | | | | | |
| Total # Children this Date: 133 | | | | | Total Capacity @25 sq. ft.: 0 | | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|-------------------------|--------------------------|
| Main | Playground | 117 | C |

Comments

Reminders: Refer to the published communicable disease chart for guidance regarding communicable diseases. In most scenarios, only outbreaks/clusters should be reported to the local health districts.

Please be sure to contact the Franklin County Department of Health, if there are outbreaks/clusters of positive COVID-19 cases immediately, and get their guidance. Please be sure to also complete a Required Report in DECAL KOALA for all individual cases of communicable diseases within 24 hours. Be sure to select "Notifiable Communicable Diseases" to report closures for COVID cases.

You must be sure to enter all temporary closures (vacation, emergencies, holidays etc...) in DECAL KOALA at all times under the Required Report tab whenever your facility is closed temporarily because you are not caring for children for one day or more.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director.

All amendments are required to be electronically entered in DECAL KOALA effective August 2, 2021.

Please be sure to hide staff who are no longer employed in your DECAL KOALA account. Please reach out for help with this, if needed.

Please ensure that director and staff responsible for food preparation completes the four (4) hours of nutrition training as soon as possible but within the first year of employment.

One Day Letter left

Plan of Improvement: Developed This Date 05/02/2023

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.decga.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), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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 Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@dec.al.ga.gov for more information. Free technical assistance is available!

Angel Ayers, Program Official

Date

Dianne Clarke, Consultant

Date



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(Findings Report)

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Lavonia, GA 30553

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)

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)

Technical Assistance

Technical Assistance

591-1-1.25(13) - Please ensure that hazards such as plastic bags are not accessible at all times. Also, the air purifiers should not be accessible.

Correction Deadline: 5/2/2023

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

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

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

Comment

Staff were observed to remind children to wash hands.

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

Comment

Documentation for medication dispensing observed complete.

| | |
|--|---------------|
| | Safety |
|--|---------------|

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

Comment

Age-appropriate discussion and/or redirection observed.

| | |
|---------------------------------------|------------|
| 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

Pleasant naptime environment observed.

| | |
|--|----------------------|
| | Staff Records |
|--|----------------------|

| | |
|---|----------------|
| 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 staff #21, hired on April 9, 2019, did not have evidence of having completed a fingerprint application.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure to complete a fingerprint application for staff prior to them being present at the center 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 the CRC modules regarding criminal records to ensure the CRC rules are maintained.

Correction Deadline: 5/2/2023

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 staff #21, hired on April 9, 2018, did not have a comprehensive records check on file. The records check expired on March 28, 2023.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure to receive a completed a records check determination for staff prior to them being present at 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 childcare 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 review the CRC modules regarding criminal records to ensure the CRC rules are maintained.

Correction Deadline: 5/2/2023

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

591-1-1-.33(4) - Please ensure to complete the four hour nutrition to cover food nutrition planning, preparation, serving, proper dish washing and food storage.

Correction Deadline: 6/1/2023

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

Staff observed to be compliant with applicable laws and regulations.

| |
|---------------------------------|
| 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.