



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

Cover Sheet

Date: 10/22/2021 **VisitType:** Licensing Study

Arrival: 2:00 PM

Departure: 3:15 PM

CCLC-4248

Forsyth County Head Start

133 Samaritan Drive Cumming, GA 30040 Forsyth County
 (678) 513-8611 rufina.garcia@ndohs.org

Regional Consultant

Mandi Sloan

Phone: (770) 357-5097

Fax: (770) 357-5098

mandi.sloan@decal.ga.gov

Mailing Address

Same

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.
10/22/2021	Licensing Study	Good Standing	
04/27/2021	Monitoring Visit	Good Standing	
12/04/2020	Incident Investigation Closure	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 1R	Three Year Olds	1	6	C	20	C	NA	NA	Outside
Main	B 2R	Three Year Olds	2	16	C	20	C	NA	NA	Transitioning, Outside
Main	C 3R	Four Year Olds	2	14	C	20	C	NA	NA	Centers
Main	D 1L	Three Year Olds	1	6	C	20	C	NA	NA	Transitioning, Snack
Main	Infant		0	0	C	8	C	NA	NA	Not In Use
Main	Room E	GA PreK	2	19	C	24	C	NA	NA	Centers
Main	Room F	GA PreK	2	17	C	22	C	NA	NA	Centers
Main	Toddler		0	0	C	8	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 142			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 78			Total Capacity @35 sq. ft.: 142							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant/Toddler	25	C
Main	Preschool	161	C

Comments

Administrative Review was conducted on October 22, 2021. Staff files, children's files, training, and background checks were all reviewed. A Virtual Visit was conducted on October 27, 2021 due to the COVID-19 pandemic.

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



Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

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

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)

Rufina Garcia, Program Official

Date

Mandi Sloan, Consultant

Date



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Findings Report

Date: 10/22/2021 **VisitType:** Licensing Study

Arrival: 2:00 PM

Departure: 3:15 PM

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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

Discussed rotating toys to support the procedures of daily disinfecting.

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

Discussed maintenance of resilient surface. Please fluff and redistribute.

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

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

Documentation for medication dispensing observed complete.

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

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

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

Center does not participate in field trips at this time.

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

Center does not provide routine transportation.

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

Pleasant naptime environment observed.

	Staff Records
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Records Reviewed: 52

Records with Missing/Incomplete Components: 0
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Staff # 1	Met
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Date of Hire: 09/22/2019

Staff # 2	Met
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Date of Hire: 08/19/2013

Staff # 3	Met
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Staff # 4	Met
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Date of Hire: 09/14/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 5	Met
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Staff # 6	Met
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Staff # 7	Met
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Date of Hire: 09/20/2003

Staff # 8	Met
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Date of Hire: 07/18/2008

Staff # 9 Met

Staff # 10 Met

Date of Hire: 09/04/2007

Staff # 11 Met

Date of Hire: 10/07/2021 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 12 Met

Staff # 13 Met

Date of Hire: 07/26/2021

Staff # 14 Met

Date of Hire: 01/26/2006

Staff # 15 Met

Date of Hire: 10/06/2021 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 16 Met

Date of Hire: 10/28/2020

Staff # 17 Met

Date of Hire: 02/03/2015

Staff # 18 Met

Staff # 19 Met

Date of Hire: 02/19/2018

Staff # 20 Met

Staff # 21 Met

Staff # 22 Met

Date of Hire: 07/17/2017

Staff # 23 Met

Date of Hire: 11/26/2007

Staff # 24 Met

Date of Hire: 07/20/1998

Staff # 25 Met

Staff # 26	Met
Staff # 27	Met
Date of Hire: 04/26/2021	
Staff # 28	Met
Date of Hire: 08/23/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 29	Met
Staff # 30	Met
Staff # 31	Met
Staff # 32	Met
Date of Hire: 07/26/2021	
Staff # 33	Met
Staff # 34	Met
Date of Hire: 08/05/2019	
Staff # 35	Met
Staff # 36	Met
Date of Hire: 07/31/2017	
Staff # 37	Met
Staff # 38	Met
Staff # 39	Met
Date of Hire: 09/10/2007	
Staff # 40	Met
Date of Hire: 07/23/2018	
Staff # 41	Met
Date of Hire: 10/28/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 42	Met
Staff # 43	Met
Staff # 44	Met

Records Reviewed: 52

Records with Missing/Incomplete Components: 0

Staff # 45	Met
Staff # 46	Met
Staff # 47	Met
Date of Hire: 08/13/2020	
Staff # 48	Met
Date of Hire: 07/23/2019	
Staff # 49	Met
Date of Hire: 10/28/2020	
Staff # 50	Met
Date of Hire: 08/19/1996	
Staff # 51	Met
Staff # 52	Met

Staff Credentials Reviewed: 6

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) **Met**

Comment

Criminal record checks were observed to be complete.

Comment

Director provided seven file(s) for employees hired since the last visit conducted on April 27, 2021.

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.