



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: 12/6/2024 **VisitType:** Licensing Study

Arrival: 9:30 AM **Departure:** 12:45 PM

CCLC-50809

Paulding Head Start Center

145 Academy Drive Dallas, GA 30132 Paulding County
(770) 505-4356 kathleenb@tallatoonacap.org

Regional Consultant

Kaiyah Werts

Phone: (912) 544-9793

Fax: (912) 544-9757

kaiyah.werts@decal.ga.gov

Mailing Address

Same

Quality Rated: No

<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.
12/06/2024	Licensing Study	Good Standing	
01/09/2024	Licensing Study	Good Standing	
08/30/2023	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 Building	A - 1st Left	Three Year Olds and Four Year Olds	4	11	C	20	C	29	C	Centers
Main Building	B - 2nd Left	Three Year Olds and Four Year Olds	2	12	C	20	C	29	C	Free Play
Main Building	C - 3rd Left	GA PreK	2	15	C	23	C	33	C	Centers
Main Building	D - 4th Left		0	0	C	21	C	29	C	

Total Capacity @35 sq. ft.: 84

Total Capacity @25 sq. ft.: 120

Total # Children this Date: 38

Total Capacity @35 sq. ft.: 84

Total Capacity @25 sq. ft.: 120

Building	Playground	Playground Occupancy	Playground Compliance
Main Building	Playground A	66	C
Main Building	Playground B	105	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
0	0	0	16	19	9	0

Comments

The purpose of this visit is to conduct a licensing study.

Plan of Improvement: Developed This Date 12/06/2024

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.decal.ga.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@decal.ga.gov for more information. Free technical assistance is available!



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

(Findings Report)

Date: 12/6/2024 **VisitType:** Licensing Study

Arrival: 9:30 AM **Departure:** 12:45 PM

CCLC-50809

Paulding Head Start Center

145 Academy Drive Dallas, GA 30132 Paulding County
(770) 505-4356 kathleenb@tallatoonacap.org

Regional Consultant

Kaiyah Werts

Phone: (912) 544-9793

Fax: (912) 544-9757

kaiyah.werts@dec.al.ga.gov

Mailing Address

Same

The following information is associated with a Licensing Study:

Activities and Equipment

Records Reviewed: 25

Records with Missing/Incomplete Components: 2

Staff # 1

Not Met

Date of Hire: 08/01/2024

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 14

Not Met

Date of Hire: 12/06/2024

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

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

591-1-1-.12 Equipment & Toys(CR)

Technical Assistance

Technical Assistance

591-1-1-.12(2) - Please monitor child size furniture for rips and tears.

Correction Deadline: 12/6/2024

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 25

Records with Missing/Incomplete Components: 2

Staff # 1

Not Met

Date of Hire: 08/01/2024

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 14

Not Met

Records Reviewed: 25**Records with Missing/Incomplete Components: 2**

Date of Hire: 12/06/2024

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Records were observed to be complete and well organized.

Facility**Records Reviewed: 25****Records with Missing/Incomplete Components: 2**

Staff # 1

Not Met

Date of Hire: 08/01/2024

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 14

Not Met

Date of Hire: 12/06/2024

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

591-1-1-.06 Bathrooms**Met****Comment**

Bathrooms observed to be clean and well maintained.

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****Comment**

Center appears clean and well maintained.

Technical Assistance

591-1-1-.25(13) - Please ensure items that pose a hazard are inaccessible to children such as brooms, dust pans and baby wipes.

Correction Deadline: 12/6/2024**591-1-1-.26 Playgrounds(CR)****Met****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

Comment

Playground observed to be clean and in good repair.

Food Service**Records Reviewed: 25****Records with Missing/Incomplete Components: 2**

Staff # 1

Not Met

Date of Hire: 08/01/2024

Records Reviewed: 25

Records with Missing/Incomplete Components: 2

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 14

Not Met

Date of Hire: 12/06/2024

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

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Records Reviewed: 25

Records with Missing/Incomplete Components: 2

Staff # 1

Not Met

Date of Hire: 08/01/2024

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 14

Not Met

Date of Hire: 12/06/2024

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

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Met

Comment

No infant enrolled. The proper diapering procedures observed for children three-years-old and older.

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 for emergency medications.

Policies and Procedures

Records Reviewed: 25

Records with Missing/Incomplete Components: 2

Staff # 1

Not Met

Date of Hire: 08/01/2024

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 14

Not Met

Records Reviewed: 25**Records with Missing/Incomplete Components: 2**

Date of Hire: 12/06/2024

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

591-1-1-.21 Operational Policies & Procedures**Met****Comment**

Program observed complete emergency drills

Safety**Records Reviewed: 25****Records with Missing/Incomplete Components: 2**

Staff # 1

Not Met

Date of Hire: 08/01/2024

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 14

Not Met

Date of Hire: 12/06/2024

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

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)**N/A****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment**Records Reviewed: 25****Records with Missing/Incomplete Components: 2**

Staff # 1

Not Met

Date of Hire: 08/01/2024

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 14

Not Met

Date of Hire: 12/06/2024

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Comment

No infants enrolled. The correct number of cots, sheets and blankets were observed on this date. Cleaning and disinfecting of cots was discussed with the staff and director on this date.

Finding

591-1-1-.30(4). requires that if cots and mats are stored in the children's activity room or area, they shall be stored to prevent children's access to them and to allow maximum use of play space. When storage is available and used for the storage of cots and mats that allows the cots, mats and any bedding to be stored without touching any other cots, mats or bedding, the bedding may be left on the cot or mat. When such storage is not available for the cots and mats, each child's bedding shall be kept separate from other children's bedding and stored in containers marked for individual use, such as, but not limited to, bins, cubbies, or bags. It was determined based on observation classroom A, C, and D had cots that were uncovered and accessible to children.

POI (Plan of Improvement)

The Center will store cots and mats so children do not have access to them and they don't take up play space and will store them so each child's bedding is separate from the others.

Correction Deadline: 12/6/2024

Staff Records

Records Reviewed: 25

Records with Missing/Incomplete Components: 2

Staff # 1

Not Met

Date of Hire: 08/01/2024

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 14

Not Met

Date of Hire: 12/06/2024

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

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Not Met

Comment

Director provided six files for employees hired since last visit.

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of records staff number one and staff number 14 were present and caring for children with a satisfactory background check that was not ported to the facility's license.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will view videos to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. 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 view videos to ensure CRC rules are maintained.

Correction Deadline: 12/6/2024

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

Evidence observed of 50% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training**Met****Comment**

Documentation observed of required annual ten hour staff training for 2023 on January 9, 2024. Training for 2024 would be observed at the next regulatory visit.

Comment

Please ensure completed orientation checklists are documented and signed by each employee.

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

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

Records Reviewed: 25**Records with Missing/Incomplete Components: 2**

Staff # 1

Not Met

Date of Hire: 08/01/2024

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 14

Not Met

Date of Hire: 12/06/2024

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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.