



**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:** 8/21/2025 **VisitType:** Licensing Study

**Arrival:** 10:30 AM **Departure:** 12:40 PM

**CCLC-28131**

**Brooks County Head Start Center**

1301 N. Martin Luther King Drive Quitman, GA 31643 Brooks  
County  
(229) 263-5662 ajenkins@cpheadstart.org

**Regional Consultant**

Jackqueline Frederick

Phone: (229) 386-3247

Fax: (229) 238-2435

jackqueline.frederick@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

| Compliance Zone Designation |                  |               | <b>Compliance Zone Designation</b> - 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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|-----------------------------|------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 08/21/2025                  | Licensing Study  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 04/22/2025                  | Monitoring Visit | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 08/27/2024                  | 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                           | Rm A          | Two Year Olds and Three Year Olds  | 2                             | 14       | C    | 20         | C            | NA         | NA           | Outside   |
| Main                           | Rm B-GA Pre-K | Three Year Olds and Four Year Olds | 2                             | 15       | C    | 20         | C            | NA         | NA           | Free Play |
| Main                           | Rm C          |                                    | 0                             | 0        | C    | 20         | C            | NA         | NA           |           |
| Total Capacity @35 sq. ft.: 60 |               |                                    | Total Capacity @25 sq. ft.: 0 |          |      |            |              |            |              |           |
| Total # Children this Date: 29 |               |                                    | Total Capacity @25 sq. ft.: 0 |          |      |            |              |            |              |           |

| Building | Playground   | Playground Occupancy | Playground Compliance |
|----------|--------------|----------------------|-----------------------|
| Main     | Playground 1 | 83                   | C                     |

| Enrolled Children |         |         |         |         |                    |                   |
|-------------------|---------|---------|---------|---------|--------------------|-------------------|
| Under 1 years     | 1 years | 2 years | 3 years | 4 years | 5 years (Prekonly) | 5 years and older |
| 0                 | 0       | 1       | 19      | 12      | 0                  | 0                 |

**Comments**

The CCS Consultant discussed and left or emailed a copy of the updated Child Care Weather Watch Chart with the program today. Weather does not permit outdoor play when there is active precipitation or when weather advisories are in effect. Consult the Child Care Weather Watch Chart resource for further guidance, considering specific weather conditions.

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.al.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.

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#### 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](http://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.

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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](mailto:qualityrated@dec.al.ga.gov) for more information. Free technical assistance is available!**



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**(Findings Report)**

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The following information is associated with a LS:

**Activities and Equipment**

**Records Reviewed: 118**

**Records with Missing/Incomplete Components: 3**

Staff # 17

Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 56

Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 67

Not Met

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

**591-1-1.12 Equipment & Toys(CR)**

**Met**

**Comment**

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

**591-1-1.35 Swimming Pools & Water-related Activities(CR)**

**Met**

**Comment**

Center does not provide swimming activities.

**Facility**

**Records Reviewed: 118**

**Records with Missing/Incomplete Components: 3**

Staff # 17

Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 56

Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 67 Not Met

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

#### 591-1-1-.19 License Capacity(CR)

**Met**

#### Comment

Licensed capacity observed to be routinely met by center on this date.

#### 591-1-1-.25 Physical Plant - Safe Environment(CR)

**Met**

#### Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

#### 591-1-1-.26 Playgrounds(CR)

**Not Met**

#### Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that the left side of the playground close to the fence had two active ant beds.

#### POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 8/21/2025**

### Health and Hygiene

Staff # 17 Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 56 Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 67 Not Met

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

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

**Met**

#### Comment

No children enrolled who require diapering. School age children attend only for after school hours.

#### 591-1-1-.17 Hygiene(CR)

**Met**

#### Comment

There were no children enrolled on this date. Proper hand washing of children and staff was discussed with the director on this date.

#### 591-1-1-.20 Medications(CR)

**Met**

#### Comment

The Provider currently does not dispense/administer medication.

### Safety

Staff # 17 Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 56 Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 67 Not Met

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

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

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Correction Deadline: 4/23/2025**

**Prior Visits: 04/22/2025**

**Corrected on 8/21/2025**

**.36(7)(c)2. - Center does not currently provide transportation.**

## Sleeping & Resting Equipment

Staff # 17 Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 56 Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 67 Not Met

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

**591-1-1-.30 Safe Sleeping and Resting Requirements(CR) Met**

**Comment**

Consultant observed the mats to be stored away from the children as required.

## Staff Records

Staff # 17 Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 56 Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 67

Not Met

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

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

Criminal record checks were observed to be complete.

**591-1-1-.14 First Aid & CPR(CR)****Not Met****Correction Deadline: 5/22/2025****Prior Visits: 04/22/2025, 02/01/2024, 08/24/2023****Corrected on 8/21/2025****.14(1)(a) - Citation not corrected but transferred.****Finding**

591-1-1-.14(2)(d) requires the Center Director must have current evidence of successful completion of pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid at all times. It was determined based on a review of records that the director did not have documented evidence of current CPR and first aid.

**POI (Plan of Improvement)**

The Center Director must successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid taught by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Director will send copies via email of verification of completed CPR/First Aid certification to the Consultant upon completion.

**Correction Deadline: 9/20/2025****591-1-1-.33 Staff Training****Not Met****Finding**

591-1-1-.33(5)(a) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers, shall attend ten (10) clock hours of diverse training which is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records that one staff member from classroom B only had documented evidence of four of the required annual hours.

**POI (Plan of Improvement)**

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

**Correction Deadline: 9/20/2025****591-1-1-.31 Staff(CR)****Met****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**

Staff # 17

Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 56

Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 67

Not Met

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"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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**591-1-1-.32 Supervision(CR)**

**Met**

**Comment**

Adequate supervision observed on this date.