



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: 10/20/2025 **VisitType:** Licensing Study

Arrival: 9:00 AM **Departure:** 5:15 PM

CCLC-65848

Floyd Head Start

921 Florence Street Augusta, GA 30901 Richmond County
(706) 722-6699

Process & QI Unit Consultant

Melyn Smith

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Mailing Address

Same

Quality Rated: No

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.
10/20/2025	Licensing Study	Good Standing	
04/17/2025	Initial 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	B-Three and Four Year Old	Three Year Olds	2	15	C	19	C	NA	NA	Transitioning, Outside
Main	F-Four Year Old		0	0	C	19	C	NA	NA	Not In Use
Main	G-Four and Five Year Old	Three Year Olds	2	12	C	19	C	NA	NA	Circle Time, Transitioning, Music
Main	I-Three Year Old	Three Year Olds and Four Year Olds	2	10	C	19	C	NA	NA	Centers
Main	J-Three and Four Year Old	Three Year Olds and Four Year Olds	2	11	C	19	C	NA	NA	Circle Time, Transitioning
Total Capacity @35 sq. ft.: 95			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 48			Total Capacity @35 sq. ft.: 95							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Large Playground	137	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
0	0	0	85	43	3	0

Comments

The Consultant discussed the rule changes that were effective July 1, 2025. The Consultant provided the Center with the application for Variances and Waivers by email, the directions on how to complete them, and submit them. The Consultant observed ten classrooms open with eight in operation on this date.

Plan of Improvement: Developed This Date

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



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Summary Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

Lesson Plans were observed to be posted and reflected the current weeks activities in each classroom.

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

Technical Assistance

Comment

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

Comment

Equipment and furniture observed to be properly secured, as applicable.

Technical Assistance

591-1-1-.12(2) - The Consultant discussed with the Director to ensure that the blue vinyl rectangle with tears in the corner and foam exposed on top of a shelf near the Library area of Classroom A was removed or repaired.

Correction Deadline: 10/20/2025

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 3

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 4

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers,.08(1)-Allergies and Disabilities

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers,.08(1)-Emergency Contact information Missing,.08(1)-Allergies and Disabilities

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, intellectual disabilities or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that the center was missing the following documentation in children's files:

- Two of five children's files reviewed were lacking the information and/or phone numbers for the children's primary physicians.
- One of five children's files reviewed was lacking the information for the parents' employer.
- Two of five children's files reviewed were lacking the known allergies, physical problems, mental health disorders, intellectual disabilities, or developmental disabilities which could limit the child's participation in the program.
- One of five children's files reviewed was lacking the information for the child's emergency contact(s).

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 10/24/2025

	Facility
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)	Not Met
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Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that the following potential hazards were observed accessible to children on this date:

- Classroom A: A loose cord was observed near the science area. A pen+GEAR transparent tape dispenser with a serated edge was observed on the art easel.
- Classroom B: Two packages of baby wipes which stated "Keep out of reach of children" were located in children's cubbies. The cord to the Smart Board was loose posing a strangulation hazard.
- Classroom D: A bottle of hand sanitizer foam was located on the top of the turtle tank which was on a low shelf. A tape dispenser holding eight rolls of colored tape with a serated edge was located in the art area.
- Classroom G: A jar of Vaseline, a package of toileting wipes, and Wet Ones wipes was located in a child's cubby.
- Classroom H: A broom and dust pan were located by the trash can.
- Classroom J: The cords to the Smart Board were loose on this date.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 10/22/2025

Correction Deadline: 6/17/2025

Corrected on 10/20/2025

.25(17) - The previous citation was corrected. The center was observed to have no toxic or poisonous plants accessible to children in the classrooms or on the playground on this date.

Technical Assistance

591-1-1-.25(3) - The Consultant discussed with the Director to ensure that the metal anchoring devices from the back of the shelves in Classrooms G and H that were not being used due to the location of the shelves.

591-1-1-.26 Playgrounds(CR)**Not Met****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that the bolts on the front fence and the left fence were extending past two threads on this date.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 11/3/2025**Recited on 10/20/2025****Technical Assistance**

591-1-1-.26(9) - The Consultant discussed with the Director to ensure the playground was checked and sticks, trash, and litter were removed before children's access.

Correction Deadline: 10/20/2025**Food Service****591-1-1-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines.

Health and Hygiene**591-1-1-.10 Diapering Areas & Practices(CR)****N/A****Comment**

No children enrolled who require diapering.

591-1-1-.17 Hygiene(CR)**Not Met****Finding**

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on observation that the sinks did not have warm running water, which was required.

POI (Plan of Improvement)

The Center will submit a Variance request due to the Center being located in an old elementary school and having no warm water in the bathrooms.

Correction Deadline: 10/24/2025**Recited on 10/20/2025****591-1-1-.20 Medications(CR)****N/A****Comment**

The Provider currently does not dispense/administer medication.

Policies and Procedures

Technical Assistance

591-1-1-.21(2)(r) - New - Discussed updating the Center's policies and procedures to include the program's practices regarding the expulsion and suspension of children enrolled for care within the description of behavior management and discipline actions used by the Center.

Also discussed to ensure a description of the practices followed by the Center to prevent shaken baby syndrome and abusive head trauma in children up to five years of age that includes the following information: how to recognize, respond to, and report the signs and symptoms of shaken baby syndrome and abusive head trauma; strategies to assist staff members in understanding how to care for infants and how to cope with a crying, fussing, or distraught child; strategies to ensure staff members understand the brain development of children up to five years of age; and a list of prohibited behaviors when dealing with children.

Additional information can be found in the CCLC Indicator Manual found on DECAL's website at:

<https://www.dec.state.ga.us/CCS/Regulations.aspx> or through the Center on Shaken Baby Syndrome found at: <https://dontshake.org/>.

Correction Deadline: 10/25/2025

Comment

Program observed complete emergency drills

Safety

591-1-1-.05 Animals

Met

Comment

Animals maintained clean and appropriately caged.

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

Comment

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

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

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

Technical Assistance

Technical Assistance

591-1-1-.30(4) - The Consultant discussed with the Director to ensure that the stacks of cots were completely covered when stored inside the classrooms to prevent children's access to them. Classroom J was observed to not have cots covered on this date.

Correction Deadline: 10/20/2025

Staff Records

Records Reviewed: 60

Records with Missing/Incomplete Components: 7

Staff # 1

Not Met

Date of Hire: 12/16/2024

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 3

Not Met

Date of Hire: 09/02/2025

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

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 7

Not Met

Date of Hire: 03/03/2025

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 12

Not Met

Date of Hire: 08/04/2025

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

.33(3)-Health & Safety Certificate

Staff # 19

Not Met

Date of Hire: 03/31/2025

"Missing/Incomplete Components"

.14(2)-CPR missing

Staff # 42

Not Met

Date of Hire: 08/12/2025

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

.14(2)-CPR missing

Staff # 44

Not Met

Date of Hire: 04/28/2025

"Missing/Incomplete Components"

.14(2)-CPR missing

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

Criminal record checks were observed to be complete.

Comment

Director provided 54 files for employees hired since last visit.

591-1-1-.14 First Aid & CPR(CR)**Not Met****Comment**

Complete first aid kits observed in center on this date.

Comment

Evidence observed of 95% of center Staff certified in First Aid and CPR.

Finding

591-1-1-.14(1)(a) requires all Staff who provide direct care to children must obtain certification in a biennial training program in pediatric cardiopulmonary resuscitation (CPR) and a triennial training program in pediatric first aid within the first 45 days of employment. Current and valid evidence of the successful completion of such training shall be maintained on the Center's premises. The hours obtained completing this certification will not count towards the required annual training hours. It was determined based on a review of records that Staff #s 19, 42, and 44 were lacking the hands-on component of CPR training within 45 days of hire as required.

POI (Plan of Improvement)

All caregiver Staff will complete the required training. The Director will send copies via email verification of completed CPR/First Aid certification to the Consultant upon completion and will develop a plan to ensure all caregiver Staff have completed this training within the first 45 days of employment and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 11/19/2025

591-1-1-.33 Staff Training**Not Met****Finding**

591-1-1-.33(3)(a)-(k) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics:

a) prevention and control of infectious diseases (including immunizations); b) prevention of sudden infant death syndrome and use of safe sleeping practices; c) administration of medication, consistent with standards for parental consent; d) prevention of and response to emergencies due to food and allergic reactions; e) building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; f) prevention of shaken baby syndrome, abusive head trauma and child maltreatment; g) emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); h) handling and storage of hazardous materials and the appropriate disposal of bio contaminants; i) precautions in transporting children; j) recognition and reporting of child abuse and neglect; and k) child development to include all major domains: cognitive; social and emotional; physical development and motor skills; communication, language, and literacy; and approaches to play and learning. It was determined based on a review of records that Staff #s 1, 3, 7, and 12 did not have documentation for completing the Health and Safety Orientation within 90 days of hire as required.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 11/19/2025

Technical Assistance

591-1-1-.33(5)(b)1. - New - Discussed that effective July 1, 2025, all staff are required to obtain at least two hours in evidence based, developmentally appropriate language and literacy practices and at least two hours in on-going child development and health and safety related topics as part of their 10 hours of annual training.

Correction Deadline: 11/19/2025

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.

- Classroom A was observed to have a staff: child ratio for 2:13 with 10 3-year-old children and three 4-year-old children present and participating in Outdoor Play and Transition Activities.

- Classroom D was observed to have a staff: child ratio for 2:16 in GA Pre-K present and participating in Outdoor Play, Transition Activities, and Centers.

- Classroom E was observed to have a staff: child ratio for 2:13 with six 3-year-old children and seven 4-year-old children present and participating in Outdoor Play and Transition Activities.

- Classroom H was observed to have a staff: child ratio for 2:15 with 12 3-year-old children and three 4-year-old children present and participating in Centers and Music and Movement Activities.

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

Staff observed to provide direct supervision and be attentive to children's needs.