



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: 3/20/2024 VisitType: Licensing Study Arrival: 9:45 AM Departure: 2:10 PM

CCLC-35956

Henry County Head Start Center

84 Carter's Lane Locust Grove, GA 30248 Henry County
(770) 957-3524 ccaffee@mteddc.org

Regional Consultant

April Brown

Phone: (770) 357-5101

Fax: (770) 357-5102

april.brown@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.
03/20/2024	Licensing Study	Good Standing	
12/04/2023	Monitoring Visit	Good Standing	
01/12/2023	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	A-1st Left EHS 1	Two Year Olds and Three Year Olds	2	8	C	8	C	NA	NA	Outside
Main	B 2nd left EHS 2	Two Year Olds and Three Year Olds	2	6	C	8	C	NA	NA	Centers
Main	C 3rd left EHS 3	Two Year Olds and Three Year Olds	2	5	C	15	C	NA	NA	Outside
Main	D-4th Left	Four Year Olds	2	14	C	17	C	NA	NA	Free Play
Main	E- 4th Right	Four Year Olds and Five Year Olds	2	16	C	22	C	NA	NA	Circle Time
Main	F- 3rd Right	GA PreK	2	15	C	22	C	NA	NA	Circle Time
Main	G-2nd Right	Three Year Olds and Four Year Olds	2	15	C	20	C	NA	NA	Outside
Main	H- 1st Right		0	0	C	17	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 129			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 79			Total Capacity @35 sq. ft.: 129							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	A- Infant/Toddler	32	C
Main	A- Infants/Toddlers	32	C
Main	B-Preschool	52	C
Main	C- Preschool	79	C

Comments

A licensing study was completed on this date.

Plan of Improvement: Developed This Date 03/20/2024

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.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.

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!

Cindy Caffee, Program Official

Date

April Brown, Regional Consultant

Date



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: 3/20/2024 **VisitType:** Licensing Study

Arrival: 9:45 AM

Departure: 2:10 PM

CCLC-35956

Henry County Head Start Center

84 Carter's Lane Locust Grove, GA 30248 Henry County
(770) 957-3524 ccaffee@mtccdc.org

Regional Consultant

April Brown

Phone: (770) 357-5101

Fax: (770) 357-5102

april.brown@decal.ga.gov

Mailing Address

Same

The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

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

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

Met

Comment

Center does not provide swimming activities.

Children's Records

591-1-1-.08 Children's Records

Technical Assistance

Technical Assistance

Please ensure the center staff maintains 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.

Correction Deadline: 3/20/2024

Technical Assistance

Please ensure the center maintains records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request.

Correction Deadline: 3/20/2024

Facility**591-1-1-.06 Bathrooms****Technical Assistance****Technical Assistance**

Please ensure the center staff ensures that bathrooms are cleaned daily with a disinfectant as required.

Correction Deadline: 3/20/2024

591-1-1-.19 License Capacity(CR)**Met****Comment**

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

591-1-1-.25 Physical Plant - Safe Environment(CR)**Technical Assistance**

Correction Deadline: 12/4/2023

Corrected on 3/20/2024

Correction of citation in that hazards were moved and properly secured as required on this date.

Technical Assistance

Please ensure ceiling tiles in the children's bathrooms and classrooms are in good repair and stain free. Additionally, please ensure vents in the children's bathrooms are free of dust as required. Pictures will be submitted to the Department by COB: Friday, March 22, 2024.

Correction Deadline: 3/20/2024

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

Comment

Playgrounds observed to be in good repair on this date. Playground B was not in use at this time.

Technical Assistance

Please ensure the playgrounds are kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots, sticks, exposed sharp edges of concrete, and ants as required.

Correction Deadline: 3/20/2024

Food Service**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines on this date.

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen appears clean and well organized on this date.

Health and Hygiene

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

Comment

Proper diapering procedures observed on this date.

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

Comment

Proper hand washing observed throughout the center on this date.

591-1-1-.20 Medications(CR)	N/A
------------------------------------	------------

Comment

The center currently does not dispense and administer medication at this time.

Policies and Procedures

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

Comment

Program observed to have completed emergency drills as required.

591-1-1-.29 Required Reporting	Met
---------------------------------------	------------

Correction Deadline: 12/4/2023

Corrected on 3/20/2024

Correction of citation in that the director reported temporary closures to the Department for 2024 as required.

Safety

591-1-1-.05 Animals	Met
----------------------------	------------

Comment

Center does not keep animals on premises.

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

Comment

Age-appropriate discussion and redirection observed 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)	Not Met
---	----------------

Comment

The center does not have any enrolled infants.

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 sheets were not stored properly as they were observed to be touching in the fourth left classroom and second right classrooms.

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: 3/20/2024

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

Criminal record checks were observed to be complete on this date.

Comment

Director provided one file(s) for employees hired since the last visit which was completed on December 4, 2023.

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

Correction Deadline: 1/3/2024

Corrected on 3/20/2024

Correction of citation in that staff members completed first aid and cpr in person and hands on as required.

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

Staff observed to be compliant with applicable laws and regulations on this date.

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

Center observed to maintain appropriate staff:child ratios on this date.

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

Adequate supervision observed on this date.