



**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:** 8/3/2023    **VisitType:** Licensing Study    **Arrival:** 12:35 PM    **Departure:** 4:30 PM

**CCLC-49216**

**Georgia Migrant & Seasonal Head Start Norman Park Center**  
 133 Serena Drive Norman Park, GA 31771 Colquitt County  
 CCLC-49216 sorozco@telamon.org

**Regional Consultant**

Jackqueline Frederick  
 Phone: (229) 386-3247  
 Fax: (229) 238-2435  
 jackqueline.frederick@decal.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** No

| <b>Compliance Zone Designation</b> |                  |               | <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. |
|------------------------------------|------------------|---------------|--|
| 08/03/2023                         | Licensing Study  | Good Standing |  |
| 02/15/2023                         | Licensing Study  | Good Standing |  |
| 09/02/2022                         | Monitoring Visit | Good Standing |  |
|                                    |                  |               | <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.   |
|                                    |                  |               | <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.   |
|                                    |                  |               | <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.   |

**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- 3- 5 yr olds |                                   | 0     | 0        | C                             | 17         | C            | NA                                      | NA           |               |
| Main                           | B- 3-5 yrs old  | Three Year Olds                   | 2     | 9        | C                             | 17         | C            | NA                                      | NA           | Nap           |
| Main                           | C- 2's          | Two Year Olds and Three Year Olds | 2     | 8        | C                             | 17         | C            | NA                                      | NA           | Nap           |
| Main                           | D- 2's          | Two Year Olds                     | 2     | 5        | C                             | 17         | C            | NA                                      | NA           | Nap           |
| Main                           | E- 1's          | One Year Olds and Two Year Olds   | 2     | 4        | C                             | 13         | C            | NA                                      | NA           | Transitioning |
| Main                           | F- 1's          |                                   | 0     | 0        | C                             | 13         | C            | NA                                      | NA           |               |
| Main                           | G- 6wks-12mths  | Infants                           | 2     | 3        | C                             | 11         | C            | NA                                      | NA           | Floor Play    |
|                                |                 | Total Capacity @35 sq. ft.: 100   |       |          | Total Capacity @25 sq. ft.: 0 |            |              | Building @35 capacity limited by Zoning |              |               |
| Total # Children this Date: 29 |                 | Total Capacity @35 sq. ft.: 100   |       |          | Total Capacity @25 sq. ft.: 0 |            |              |   |              |               |

| Building | Playground               | Playground Occupancy | Playground Compliance |
|----------|--------------------------|----------------------|-----------------------|
| Main     | Playground A - 6wks-2yrs | 42                   | C                     |
| Main     | Playground B - 3-5 yrs   | 46                   | C                     |

**Comments**

The purpose of today's visit is to conduct a licensing study.

Plan of Improvement: No Plan Developed

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](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.

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

Ericka Golson, Program Official

Date

Jackqueline Frederick, 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:** 8/3/2023 **VisitType:** Licensing Study

**Arrival:** 12:35 PM

**Departure:** 4:30 PM

**CCLC-49216**

**Georgia Migrant & Seasonal Head Start Norman Park Center**  
133 Serena Drive Norman Park, GA 31771 Colquitt County  
CCLC-49216 sorozco@telamon.org

**Regional Consultant**

Jackqueline Frederick  
Phone: (229) 386-3247  
Fax: (229) 238-2435  
jackqueline.frederick@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**

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

**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**

No hazards observed accessible to children on this date.

**591-1-1-.26 Playgrounds(CR)** **Met**

**Comment**

Playground observed to be clean and in good repair.

**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**

**Comment**

Proper hand washing observed throughout the center.

---

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

**Comment**

The Provider currently does not dispense/administer medication.

---

**Safety**

---

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

**Comment**

Age-appropriate discussion and/or redirection observed.

---

**591-1-1-.36 Transportation(CR)** **Not Met**

**Finding**

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined that on July 25 and 28, 2023 AM and PM routes for a total of three child were left blank and not accounted for.

**POI (Plan of Improvement)**

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

**Correction Deadline: 8/4/2023**

---

**Sleeping & Resting Equipment**

---

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

**Comment**

Discussed SIDS and infant sleeping position.

**Comment**

Pleasant naptime environment observed.

---

**Staff Records**

---

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

**Comment**

Criminal record checks were observed to be complete.

**Finding**

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined that the director did not have evidence of the required CPR and first aid training.

**POI (Plan of Improvement)**

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

**Correction Deadline: 9/2/2023**

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

Not Met

**Finding**

591-1-1-.33(3) 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: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; 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; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; 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); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined that one employee did not have the required health and safety orientation training.

**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: 8/10/2023**

**Finding**

591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined that the cook did not have the required four hour training in food nutrition planning, preparation, serving, proper dish washing and food storage.

**POI (Plan of Improvement)**

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

**Correction Deadline: 9/2/2023**

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

Met

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

---

|  |            |
|--|------------|
| <b>591-1-1-.32 Staff:Child Ratios and Group Size(CR)</b> | <b>Met</b> |
|--|------------|

**Comment**

Center observed to maintain appropriate staff:child ratios.

---

|                                    |            |
|------------------------------------|------------|
| <b>591-1-1-.32 Supervision(CR)</b> | <b>Met</b> |
|------------------------------------|------------|

**Comment**

Adequate supervision observed on this date.