



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

Cover Sheet

Date: 11/10/2021 **VisitType:** Licensing Study

Arrival: 1:00 PM

Departure: 2:00 PM

CCLC-27438

EOA Head Start and Early Administration Building

1120 May Street Savannah, GA 31415 Chatham County
 (912) 238-2965 ElaineS@eoasga.org

Regional Consultant

Chrissy Miller

Phone: (770) 408-5457

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chrissy.miller@dec.al.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.
11/10/2021	Licensing Study	Good Standing	
06/08/2021	Monitoring Visit	Good Standing	
02/25/2021	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	A-1	One Year Olds	2	5	C	8	C	NA	NA	Story
Main	B-2	One Year Olds and Two Year Olds	2	8	C	20	C	NA	NA	Centers
Main	C-3	Two Year Olds and Three Year Olds	2	8	C	20	C	NA	NA	Outside
Main	D-4	Two Year Olds	2	7	C	20	C	NA	NA	Centers
Main	E-5	Two Year Olds	2	8	C	20	C	NA	NA	Centers
Main	F-6	Three Year Olds	2	16	C	20	C	NA	NA	Centers
Main	G-7	Three Year Olds	2	12	C	20	C	NA	NA	Centers
Main	H-8	GA PreK	2	10	C	18	C	NA	NA	Centers
Main	I-9	GA PreK	2	6	C	20	C	NA	NA	Centers
Main	J-10	GA PreK	2	8	C	20	C	NA	NA	Centers
Main	K-11	Four Year Olds and Five Year Olds	2	6	C	20	C	NA	NA	Circle Time
Main	L-12	GA PreK	2	18	C	20	C	NA	NA	Centers
Main	M-13		0	0	C	20	C	NA	NA	
Main	N-14	Infants and One Year Olds	3	8	C	20	C	NA	NA	Floor Play

Total Capacity @35 sq. ft.: 266

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 120

Total Capacity @35 sq. ft.: 266

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	PGD A	118	C

Main	PGD B	261	C
Main	PGD C	26	C

Comments

An Administrative Review was conducted on November 9, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on November 10, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: Developed This Date 11/10/2021

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.state.ga.us/CCS/Regulations.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



Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us

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), e-mail the following information to CCSRefutations@dec.state.ga.us.

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.state.ga.us/ChildCareServices/RefutationInformation.aspx>

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)

Elaine Spears, Program Official

Date

Chrissy Miller, Consultant

Date



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Findings Report

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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 during the virtual inspection.

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met

Technical Assistance

591-1-1-.08(1) - Please ensure that the enrollment records 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, mental retardation or developmental disabilities which limit the child's participation in the program.

Correction Deadline: 11/10/2021

Technical Assistance

591-1-1-.08(6) - Please ensure 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.

Correction Deadline: 11/10/2021

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**

The center appeared clean and well maintained during the virtual inspection. Please be mindful to keep items that pose a hazard inaccessible to children.

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

A virtual visit was completed due to COVID-19. The grass and the mulch on the playground appeared to be well maintained. Please fluff and redistribute as needed. The consultant discussed daily monitoring of the playground and playground equipment to ensure that hazards are not present while children are present for care.

Food Service**591-1-1-.15 Food Service & Nutrition****Technical Assistance****Technical Assistance**

591-1-1-.15(2) - Please use the template provided to update the infant feeding plans for the infants currently enrolled and for new infants who enroll at the center.

Correction Deadline: 11/10/2021

Technical Assistance

591-1-1-.15(7) - Please ensure that foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

Correction Deadline: 11/10/2021

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

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

The staff stated proper knowledge of hand washing procedures during the virtual inspection. The consultant also observed hand washing supplies at the sinks.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures	Technical Assistance
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Technical Assistance

591-1-1-.21(1)(p) - Please use the template provided to ensure that the Center's written plan for handling emergencies is up to date to include but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals.

Correction Deadline: 11/15/2021

Technical Assistance

591-1-1-.21(3) - Please use the template provided to ensure that the Center conducts drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years.

Correction Deadline: 11/15/2021

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

Thank you for reporting as required.

Safety

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

A virtual visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the staff on this date.

591-1-1-.36 Transportation(CR)	N/A
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Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Cleaning and disinfecting of mats was discussed with the director on this date.

Comment

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 26

Records with Missing/Incomplete Components: 1

Staff # 1	Met
Staff # 2	Met
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met
Staff # 9	Met
Date of Hire: 10/12/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 10	Met
Date of Hire: 03/22/2021	
Staff # 11	Met
Staff # 12	Not Met
Date of Hire: 07/19/2021	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 13	Met
Staff # 14	Met
Date of Hire: 06/25/2014	
Staff # 15	Met
Staff # 16	Met
Staff # 17	Met
Staff # 18	Met

Staff # 19	Met
Date of Hire: 07/20/2021	
Staff # 20	Met
Date of Hire: 08/02/2021	
Staff # 21	Met
Staff # 22	Met
Date of Hire: 07/19/2021	
Staff # 23	Met
Date of Hire: 07/20/2021	
Staff # 24	Met
Staff # 25	Met
Staff # 26	Met
Date of Hire: 07/20/2021	

Staff Credentials Reviewed: 14

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

Criminal record checks were observed to be complete.

591-1-1-.14 First Aid & CPR	Not Met
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Comment

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

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on the consultant's review of records that a staff member, who was hired on July 19, 2021, did not have evidence of completing first aid and CPR training that included an in-person skills assessment within the first 90 days of their hire date, as required.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 1/14/2022

591-1-1-.33 Staff Training	Met
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Technical Assistance

591-1-1-.33(4) - Discussed obtaining at least four clock hours of approved Bright from the Start training in food nutrition planning, preparation, serving, proper dish washing and food storage before December 31, 2021.

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

Center observed to maintain appropriate staff:child ratios.

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

Adequate supervision observed on this date. A virtual visit was conducted due to the COVID-19 pandemic.