



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: 2/25/2021 **VisitType:** Licensing Study **Arrival:** 11:00 AM **Departure:** 12:00 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

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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. |
|------------------------------------|------------------|---------------|--|
| 02/25/2021 | Licensing Study | Good Standing | |
| 08/28/2019 | Monitoring Visit | Good Standing | |
| 02/12/2019 | 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-1 | One Year Olds and Two Year Olds | 2 | 6 | C | 8 | C | NA | NA | Music |
| Main | B-2 | One Year Olds and Two Year Olds | 2 | 6 | C | 20 | C | NA | NA | Circle Time |
| Main | C-3 | Two Year Olds and Three Year Olds | 2 | 7 | C | 20 | C | NA | NA | Art |
| Main | D-4 | Two Year Olds | 25 | 5 | C | 20 | C | NA | NA | Centers |
| Main | E-5 | Three Year Olds | 2 | 4 | C | 20 | C | NA | NA | Story |
| Main | F-6 | Three Year Olds | 2 | 5 | C | 20 | C | NA | NA | Circle Time |
| Main | G-7 | Three Year Olds and Four Year Olds | 2 | 7 | C | 20 | C | NA | NA | Centers |
| Main | H-8 | PreK | 2 | 12 | C | 18 | C | NA | NA | Centers |
| Main | I-9 | | 2 | 0 | C | 20 | C | NA | NA | Not In Use |
| Main | J-10 | PreK | 2 | 13 | C | 20 | C | NA | NA | Story |
| Main | K-11 | | 2 | 0 | C | 20 | C | NA | NA | Not In Use |
| Main | L-12 | PreK | 2 | 9 | C | 20 | C | NA | NA | Centers |
| Main | M-13 | | 2 | 0 | C | 20 | C | NA | NA | Not In Use |
| Main | N-14 | Infants and One Year Olds | 2 | 6 | C | 20 | C | NA | NA | Nap,Floor Play |
| Total Capacity @35 sq. ft.: 266 | | | Total Capacity @25 sq. ft.: 0 | | | | | | | |
| Total # Children this Date: 80 | | | 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 February 24, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on February 25, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on February 15, 2021 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 02/25/2021

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

Date: 2/25/2021 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

591-1-1-.03(1) - The consultant observed four children in classroom 9, six children in classroom 11, and seven children in classroom 13 engaged in distance learning with their teachers who were present at the center during the virtual inspection.

Correction Deadline: 2/25/2021

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: 5

Records with Missing/Incomplete Components: 0

| | |
|-----------|-----|
| Child # 1 | Met |
| Child # 2 | Met |
| Child # 3 | Met |
| Child # 4 | Met |
| Child # 5 | Met |

Technical Assistance

591-1-1-.08(6) - Please ensure that the arrival and departure times are documented on the attendance records.

Correction Deadline: 2/25/2021

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.

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

A virtual visit was completed due to COVID-19. 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.

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

Staff state proper knowledge of diapering procedures during the virtual inspection.

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

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

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

The Provider currently does not dispense/administer medication.

Policies and Procedures**591-1-1-.29 Required Reporting****Met****Comment**

Thank you for reporting as required.

Safety**591-1-1-.11 Discipline(CR)****Met****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 Director and the staff on this date.

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)**Met****Comment**

Discussed SIDS and infant sleeping position.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

| |
|----------------------|
| Staff Records |
|----------------------|

Records Reviewed: 30**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 | Not Met |
| <u>"Missing/Incomplete Components"</u> | |
| .09-Criminal Records Check Missing | |
| Staff # 8 | Met |
| Staff # 9 | Met |
| Staff # 10 | Met |
| Staff # 11 | Met |
| Staff # 12 | Met |
| Staff # 13 | Met |
| Staff # 14 | Met |
| Date of Hire: 06/25/2014 | |
| Staff # 15 | Met |
| Date of Hire: 02/14/2014 | |
| Staff # 16 | Met |
| Date of Hire: 03/10/2019 | |

| | |
|--------------------------|-----|
| Staff # 17 | Met |
| Staff # 18 | Met |
| Staff # 19 | Met |
| Staff # 20 | Met |
| Staff # 21 | Met |
| Staff # 22 | Met |
| Staff # 23 | Met |
| Staff # 24 | Met |
| Staff # 25 | Met |
| Staff # 26 | Met |
| Date of Hire: 08/14/2017 | |
| Staff # 27 | Met |
| Staff # 28 | Met |
| Date of Hire: 09/14/2016 | |
| Staff # 29 | Met |
| Staff # 30 | Met |

Staff Credentials Reviewed: 18**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Comment**

Director provided twelve (12) file(s) for employees hired since last visit.

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on the consultant's review of records that staff member #7 did not have a valid and current satisfactory Comprehensive Records Check Determination on file. Staff member #7 was observed to be present with children in the classroom with three- and four-year-old children.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit. The center will ensure that the CRC rules are maintained.

Correction Deadline: 2/25/2021

Finding

591-1-1-.09(1)(I)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined based on the consultant's review of records that an employee did not submit an application to the department to receive a new Comprehensive Records Check Determination letter after the current criminal background check letter expired on February 27, 2020.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. The Center will ensure that the CRC rules are maintained.

Correction Deadline: 2/25/2021

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

Met

Comment

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

591-1-1-.33 Staff Training

Technical Assistance

Technical Assistance

591-1-1-.33(3) - Please ensure that Health and Safety Training is completed for each staff member with direct care responsibilities within 90 calendar days of their hire date.

Correction Deadline: 3/27/2021

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on February 15, 2021.

| |
|---------------------------------|
| Staffing and Supervision |
|---------------------------------|

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

Met

Comment

Center observed to maintain appropriate staff:child ratios during the virtual inspection.

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

Met

Comment

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