



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: 3/7/2017 **VisitType:** Monitoring Visit **Arrival:** 12:05 PM **Departure:** 1:35 PM

CCLC-28131

Brooks County Head Start Center

1301 N. Martin Luther King Drive Quitman, GA 31643 Brooks County
 (229) 263-5662 jmingo@cpheadstart.org

Mailing Address
 Same

Regional Consultant

Brandon Cason
 Phone: (877) 372-3909
 Fax: (877) 375-7034
 carrie.spangler@dec.al.ga.gov
 Joint with: Beth Houtz

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.
03/07/2017	Monitoring Visit	Good Standing	
08/09/2016	Licensing Study	Good Standing	
01/12/2016	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	Rm A	Three Year Olds	2	10	C	20	C	NA	NA	Nap, Transitioning
Main	Rm B-GA Pre-K	Four Year Olds	3	13	C	20	C	NA	NA	Nap, Transitioning
Main	Rm C	Four Year Olds	3	12	C	20	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 60					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 35			Total Capacity @35 sq. ft.: 60			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground 1	83	C

Comments

This was the second visit of the fiscal year.

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).

	<p>Reminder: All employees of child care programs must be fingerprinted before January 1, 2017. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.</p>
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O.C.G.A. Section 42.1.12(j)(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@decal.ga.gov.

- 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://decal.ga.gov/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)

Kayla Mitchell, Program Official

Date

Brandon Cason, Consultant

Date

Beth Houtz, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities **Met**

Correction Deadline: 8/9/2016

Corrected on 3/7/2017

The citation was observed to be corrected on this date.

591-1-1-.35 Swimming Pools & Water-related Activities(CR) **N/A**

Comment

No Swimming Activities Provided

Facility

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

Comment

Observation-Center Clean/Well Maintained

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

Comment

Observation-Clean/Good Repair

Health and Hygiene

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

Comment

Diapering requirements discussed

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

Comment

Observed-Proper Hand Washing Throughout

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

N/A

Comment

Director stated no medications are administered.

Correction Deadline: 3/7/2017**Safety**

591-1-1-.05 Animals

Met

Comment

No Animals Kept

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

Met

Comment

Observed-Discussion/Redirection

591-1-1-.13 Field Trips(CR)

Met

Comment

No Field Trips at This Time

591-1-1-.36 Transportation(CR)

Technical Assistance

Technical Assistance

The consultant and director discussed that this rule requires that an emergency medical information record be maintained in the vehicle for each child being transported and that the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached.

Correction Deadline: 3/8/2017**Sleeping & Resting Equipment**

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

Met

Comment

Observed-Pleasant Naptime Environment

Staff Records

591-1-1-.09 Criminal Records Check(CR)

Met

Comment

Criminal Records Check complete

Staffing and Supervision

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

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Met

Comment

Observed-Appropriate Staff:Child Ratios