



**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:** 11/7/2017    **VisitType:** Licensing Study    **Arrival:** 8:55 AM    **Departure:** 10:35 AM

**CCLC-23311**

**Atkinson County Head Start**

246 School Road Willacoochee, GA 31650 Atkinson County  
 (912) 534-6035 rhollis@myactionpact.org

**Regional Consultant**

Beth Houtz

Phone: (229) 238-2130  
 Fax: (229) 238-2955  
 beth.houtz@decal.ga.gov

**Mailing Address**

P. O. Box 1965  
 Waycross, GA 31502

**Quality Rated:** ★ ★ ★

<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.  <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.
11/07/2017	Licensing Study	Good Standing	
05/02/2017	Monitoring Visit	Good Standing	
10/12/2016	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	EHS-1	One Year Olds and Two Year Olds	2	6	C	21	C	NA	NA	Circle Time
Main	EHS-2	Infants and One Year Olds and Two Year Olds	2	6	C	21	C	NA	NA	Circle Time, Music
Main	EHS-3	Infants and One Year Olds and Two Year Olds	3	8	C	24	C	NA	NA	Music, Nap, Feeding, Circle Time
Main	HS-1	Four Year Olds	2	15	C	23	C	NA	NA	Transitioning, Outside
Main	Parent Room		0	0	C	24	C	NA	NA	
<b>Total Capacity @35 sq. ft.: 113</b>						<b>Total Capacity @25 sq. ft.: 0</b>				
Total # Children this Date: 35			Total Capacity @35 sq. ft.: 113			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant - Toddler	16	C
Main	Playground: B	98	C

**Comments**

The purpose of today's visit is a licensing study. This is the first visit of the fiscal year. The center does not provide transportation. The center is a three star Quality Rated center.

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).



**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](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

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.al.ga.gov](mailto:CCSRefutations@dec.al.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://dec.al.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)



**Important New Deadlines:**

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.ga.gov/>  
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.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

Sheri Hollis, Program Official

Date

Beth Houtz, 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**

Observed-Variety Throughout Center

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

**Comment**

No Swimming Activities Provided

### Facility

**591-1-1-.06 Bathrooms** **Met**

**Comment**

Observation-Clean and Well Maintained

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

**Comment**

Licensed Capacity Routinely Met

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

**Comment**

Observation-No Hazards Accessible

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

**Technical Assistance**

591-1-1-.26(6) - The consultant observed on the older playground the play structure with the turquoise slide. At the top of the turquoise slide, where children sit to go down the slide, to the left hand side of the top right bolt is a small crack. The center will repair and monitor the crack to prevent any potential hazards.

**Correction Deadline: 11/17/2017**

## Health and Hygiene

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

Met

#### Comment

Observed-Proper Diapering

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

Met

#### Comment

Observed-Proper Hand Washing Throughout

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

Met

#### Comment

Per Director no medication is currently dispensed.

## Safety

### 591-1-1-.05 Animals

Met

#### Comment

No Animals Kept

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

Met

#### Comment

Observed-Positive Learning Environment

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

Met

#### Comment

No Field Trips at This Time

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

Met

#### Comment

No Routine Transportation Provided

## Sleeping & Resting Equipment

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

Technical Assistance

#### Technical Assistance

591-1-1-.30(1)(a)3 - The consultant observed one crib to have a loose fitting sheet. The staff replaced the sheet with a tight fitting sheet right away. The Director will ensure that all crib sheets are tight fitting.

**Correction Deadline: 11/7/2017**

#### Comment

591-1-1-.30(2)(c) requires that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib.

The consultant and Assistant Director discussed infant sleeping and what to do if an infant falls asleep during outside time.

**Correction Deadline: 11/7/2017**

## Staff Records

Records Reviewed: 14

Records with Missing/Incomplete Components: 0

Staff # 1

Met

**Records Reviewed: 14**

**Records with Missing/Incomplete Components: 0**

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Date of Hire: 03/17/2008

Staff # 2 Met

Date of Hire: 09/20/2004

Staff # 3 Met

Staff # 4 Met

Staff # 5 Met

Staff # 6 Met

Staff # 7 Met

Date of Hire: 10/26/2015

Staff # 8 Met

Date of Hire: 07/29/2015

Staff # 9 Met

Date of Hire: 08/24/2005

Staff # 10 Met

Date of Hire: 09/07/2010

Staff # 11 Met

Date of Hire: 12/03/1979

Staff # 12 Met

Date of Hire: 12/18/2013

Staff # 13 Met

Date of Hire: 07/26/2004

Staff # 14 Met

Date of Hire: 08/25/2005

**Staff Credentials Reviewed: 14**

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

**Met**

**Comment**

Criminal Records Check complete

**Comment**

Two new hires

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

**Met**

**Comment**

Lead staff education requirements

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Met**

**Comment**

Observed-Appropriate Staff:Child Ratios