



**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:** 3/10/2022    **VisitType:** Monitoring Visit    **Arrival:** 9:15 AM    **Departure:** 12:30 PM

**CCLC-2787**

**Glynn Head Start**

One Community Action Dr. Brunswick, GA 31520 Glynn County  
 (912) 262-1400 sreed@coastalgaaa.org

**Regional Consultant**

Jerica Davis

Phone: (478) 314-9452  
 Fax: (478) 314-9443  
 jerica.davis@dec.al.ga.gov

**Mailing Address**

One Community Action Dr. - Suite D  
 Brunswick, GA 31520

**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.
03/10/2022	Monitoring Visit	Good Standing	
09/30/2021	Licensing Study	Good Standing	
03/15/2021	Monitoring Visit	Good Standing	

**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.

**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	1	Three Year Olds and Four Year Olds	1	12	C	17	C	NA	NA	Transitioning
Main	10	Three Year Olds and Four Year Olds and Five Year Olds	2	11	C	17	C	NA	NA	Outside
Main	11	Three Year Olds and Four Year Olds	2	14	C	17	C	NA	NA	Centers,Outside
Main	12	Three Year Olds and Four Year Olds	1	12	C	17	C	NA	NA	Art
Main	13	Two Year Olds and Three Year Olds	1	7	C	17	C	NA	NA	Circle Time,Transitioning
Main	14	Two Year Olds and Three Year Olds	1	4	C	17	C	NA	NA	Outside
Main	15	GA PreK	2	16	C	21	C	NA	NA	Circle Time,Outside
Main	16	One Year Olds and Two Year Olds	2	7	C	17	C	NA	NA	Outside
Main	17		0	0	C	17	C	NA	NA	
Main	18		0	0	C	17	C	NA	NA	
Main	2	Three Year Olds and Four Year Olds and Five Year Olds	2	17	NC	17	C	NA	NA	Outside
Main	3		0	0	C	17	C	NA	NA	

Main	4	Three Year Olds and Four Year Olds	2	13	C	17	C	NA	NA	Outside,Transitioning
Main	5	Three Year Olds and Four Year Olds	1	12	C	17	C	NA	NA	Circle Time,Transitioning
Main	6	GA PreK	2	16	C	23	C	NA	NA	Centers,Art
Main	7	Three Year Olds and Four Year Olds	1	13	C	24	C	NA	NA	Outside
Main	8	GA PreK	2	16	C	23	C	NA	NA	Circle Time,Outside
Total Capacity @35 sq. ft.: 300			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Fire Marshall Limitations				
Total # Children this Date: 170			Total Capacity @35 sq. ft.: 300			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playgrd - Main	228	C

**Comments**

An in-person Monitoring Visit was conducted on March 10, 2022.

The visit report was completed on March 14, 2022 and emailed to the director on this date.

Plan of Improvement: Developed This Date 03/10/2022

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 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@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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)

---

Sonja Reed, Program Official

Date

---

Jerica Davis, 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:** 3/10/2022    **VisitType:** Monitoring Visit    **Arrival:** 9:15 AM    **Departure:** 12:30 PM

#### CCLC-2787

#### Glynn Head Start

One Community Action Dr. Brunswick, GA 31520 Glynn County  
(912) 262-1400 sreed@coastalgacaa.org

#### Mailing Address

One Community Action Dr. - Suite D  
Brunswick, GA 31520

#### Regional Consultant

Jerica Davis

Phone: (478) 314-9452  
Fax: (478) 314-9443  
jerica.davis@decal.ga.gov

The following information is associated with a Monitoring Visit:

### 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)

Not Met

#### Technical Assistance

Please be mindful to keep items that pose a hazard inaccessible to children. Please keep bags of sand and soil inaccessible to children.

#### Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

#### Finding

591-1-1-.25(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on observation that electrical cords were observed near the computer table in classrooms 1 and 7 and posed a potential tripping hazards. Additionally, in classroom 11 there were cords hanging next to the shelf from the fish tank that posed a potential hazard.

#### POI (Plan of Improvement)

The Center will train Staff to check outlets and replace protective caps when needed and identify and monitor how outlets in use are inaccessible to children.

**Correction Deadline: 3/10/2022**

---

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

**Not Met**

**Technical Assistance**

Please repair or replace the two merry-go-round bicycle playground structures.

**Correction Deadline: 3/20/2022**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that the following playground hazards were observed:

-12 fence posts along the building that contain the air conditioner units had exposed concrete posing a potential hazard.

-5 gutter down spouts coming off of the building had sharp edges posing a potential hazard.

-The ground around the concrete at the back door has washed away leaving a potential trip hazard.

-The ground around the base of the building on the far right side of the building and at the back of the building has washed away leaving rough and jagged parts of concrete exposed posing a potential hazard.

**POI (Plan of Improvement)**

The Center will remove any remove and repair all hazards from the playground and will routinely monitor the playground for potential hazards.

**Correction Deadline: 3/10/2022**

---

**Food Service**

---

**591-1-1-.18 Kitchen Operations**

**Technical Assistance**

**Technical Assistance**

Please ensure that the light over the stove has a cover over it.

**Correction Deadline: 3/20/2022**

---

**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**

Documentation for medication dispensing observed complete.

---

**Safety**

---

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

**Met**

**Comment**

Staff were observed to maintain a positive learning environment on this date.

---

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

**Met**

**Comment**

Complete documentation of transportation observed.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

**Sleeping & Resting Equipment**

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

**Met**

**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: 33**

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

Staff # 1 Met

Date of Hire: 01/17/1983

Staff # 2 Met

Date of Hire: 07/28/2014

Staff # 3 Met

Date of Hire: 08/28/2017

Staff # 4 Met

Date of Hire: 08/22/2016

Staff # 5 Met

Date of Hire: 04/21/1998

Staff # 6 Met

Date of Hire: 07/01/2021

Staff # 7 Met

Date of Hire: 11/09/2021

Staff # 8 Met

Date of Hire: 09/08/2016

Staff # 9 Met

Date of Hire: 08/17/2016

Staff # 10 Met

Date of Hire: 02/23/2021

Staff # 11 Met

Date of Hire: 01/02/2020

Staff # 12 Met

Date of Hire: 10/20/2021

Staff # 13 Met

Date of Hire: 08/02/2010

Staff # 14 Met

Date of Hire: 09/02/2020

Staff # 15 Met

Date of Hire: 11/16/2017

Staff # 16 Met

Date of Hire: 02/09/2011

Staff # 17 Met

Date of Hire: 10/28/2021

Staff # 18 Met

Date of Hire: 08/08/1985

Staff # 19 Met

Date of Hire: 09/17/2012

Staff # 20 Met

Date of Hire: 08/19/2013

Staff # 21 Met

Date of Hire: 10/12/2020

Staff # 22 Met

Date of Hire: 02/17/2017

Staff # 23 Met

Date of Hire: 02/05/2018

Staff # 24 Met

Date of Hire: 08/04/2014

Staff # 25 Met

Date of Hire: 09/01/2015

Staff # 26 Met

Date of Hire: 10/16/2020

Staff # 27 Met

Date of Hire: 07/22/2019

Staff # 28 Date of Hire: 08/03/2021	Met
Staff # 29 Date of Hire: 08/01/2017	Met
Staff # 30 Date of Hire: 05/27/2021	Met
Staff # 31 Date of Hire: 07/30/2012	Met
Staff # 32 Date of Hire: 08/07/1999	Met
Staff # 33 Date of Hire: 07/23/2018	Met

**Staff Credentials Reviewed: 10**

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

**Correction Deadline: 9/30/2021**

**Corrected on 3/10/2022**

**.09(1)(a) - This citation was observed to have been corrected on this date. All staff had a current criminal background check on file as required.**

**Correction Deadline: 9/30/2021**

**Corrected on 3/10/2022**

**.09(1)(c) - This citation was observed to have been corrected on this date. All staff had a current criminal background check on file as required.**

**Correction Deadline: 9/30/2021**

**Corrected on 3/10/2022**

**.09(1)(j) - This citation was observed to have been corrected on this date. All staff had a current criminal background check on file as required.**

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

**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) Not Met**

**Finding**

591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on observation that Classroom 2 had 6 three-year-old children, 10 four-year-old children, and 1 five-year-old child present with one staff member where two staff members were required for a ratio of 1:15.

**POI (Plan of Improvement)**

The Center will provide adequate staff when there is a mixed-age group.

**Correction Deadline: 3/10/2022**

---

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

**Met**

**Comment**

Adequate supervision observed on this date.