



**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:** 4/21/2021    **VisitType:** Monitoring Visit    **Arrival:** 10:00 AM    **Departure:** 10:40 AM

**CCLC-2970**

**WILKES COUNTY HEAD START**

115 LINCOLN CIRCLE Washington, GA 30673 Wilkes County  
(706) 678-1819 g.rainey@nbpw.org

**Regional Consultant**

Melyn Smith

Phone: (706) 855-3455  
Fax: (706) 434-7640  
melyn.smith@dec.al.gov

**Mailing Address**

P. O. BOX 896  
SANDERSVILLE, GA 31082

**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.
04/21/2021	Monitoring Visit	Good Standing	
11/13/2020	Licensing Study	Good Standing	
02/03/2020	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-right	Three Year Olds	2	11	C	22	C	NA	NA	Circle Time
Main	B-left	Three Year Olds and Four Year Olds	3	10	C	22	C	NA	NA	Centers
Total Capacity @35 sq. ft.:			44			Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 21			Total Capacity @35 sq. ft.: 44			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	91	C

**Comments**

A virtual inspection was conducted on April 21, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on March 31, 2021 was reviewed during the virtual inspection.

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).



Please refer to the website, <http://www.decal.ga.gov/CCS/RulesAndRegulations.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

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@decal.ga.gov](mailto: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)



**Important New Deadlines:**

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

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

Grant Rainey, Program Official

Date

Melyn Smith, Consultant

Date



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### Findings Report

**Date:** 4/21/2021 **VisitType:** Monitoring Visit **Arrival:** 10:00 AM **Departure:** 10:40 AM

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

**591-1-1-.12 Equipment & Toys(CR)**

**Technical Assistance**

**Comment**

A variety of equipment and toys were observed throughout the center. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date.

**Technical Assistance**

591-1-1-.12(3) - The consultant discussed with the Director to ensure chairs were not stacked when children were present and active, as stacked chairs were observed in Room A-Right on this date during the virtual walk through.

**Correction Deadline: 4/21/2021**

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

**N/A**

**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)**

**Met**

**Comment**

No hazards observed accessible to children on this date.

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

**Met**

**Comment**

Playground observed to be clean and in good repair.

## Food Service

### 591-1-1-.15 Food Service & Nutrition

Met

#### Comment

591-1-1-.15(7) - The consultant discussed with the Director the new revision to restricted food rule which states: 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: 4/21/2021

## Health and Hygiene

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

N/A

#### Comment

No children enrolled who require diapering.

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

Met

#### Comment

Hand washing requirements were discussed with the Director on this date.

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

N/A

#### Comment

The Provider currently does not dispense/administer medication.

## 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 on this date. The Director stated that positive redirection was used.

### 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

Pleasant naptime environment observed.

## Staff Records

Records Reviewed: 14

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 07/29/2012

**Records Reviewed: 14**

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

Staff # 2 Date of Hire: 08/02/2019	Met
Staff # 3 Date of Hire: 11/05/2019	Met
Staff # 4 Date of Hire: 08/16/1995	Met
Staff # 5 Date of Hire: 09/09/1977	Met
Staff # 6 Date of Hire: 08/16/1994	Met
Staff # 7 Date of Hire: 09/06/2020	Met
Staff # 8 Date of Hire: 03/20/2019	Met
Staff # 9 Date of Hire: 09/06/2020	Met
Staff # 10 Date of Hire: 09/25/2020	Met
Staff # 11 Date of Hire: 08/05/2001	Met
Staff # 12 Date of Hire: 08/20/2018	Met
Staff # 13 Date of Hire: 07/31/2005	Met
Staff # 14 Date of Hire: 03/13/2003	Met

**Staff Credentials Reviewed: 6**

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<b>591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)</b>	<b>Met</b>
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**Comment**

Criminal record checks were observed to be complete.

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<b>591-1-1-.31 Staff(CR)</b>	<b>Met</b>
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**Comment**

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 March 31, 2021.

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Adequate supervision observed on this date during the virtual walk through. The consultant discussed with the Director the new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.