



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: 8/30/2019 **VisitType:** Licensing Study **Arrival:** 9:45 AM **Departure:** 2:20 PM

CCLC-687

White County Head Start

676 Claude Sims Rd. Cleveland, GA 30528 White County
 (706) 865-4947 janice.allison@ndohs.org

Regional Consultant

Colleen Covey

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Mailing Address

PO Box 842
 Cleveland, GA 30528

Quality Rated: ★ ★ ★

Compliance Zone Designation		
08/30/2019	Licensing Study	Good Standing
01/22/2019	Monitoring Visit	Good Standing
09/20/2018	Licensing Study	Good Standing

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.

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-1R	PreK	2	20	C	20	C	NA	NA	Outside
Main	B-2R	PreK	2	18	C	20	C	NA	NA	Outside
Main	C-3R	PreK	3	19	C	20	C	NA	NA	Centers
Main	D-4R	PreK	2	20	C	21	C	NA	NA	Centers
Main	E-1L	Three Year Olds	2	13	C	23	C	NA	NA	Outside
Main	F-2L	Three Year Olds and Four Year Olds	2	14	C	20	C	NA	NA	Centers
Main	G-3L	PreK	2	17	C	21	C	NA	NA	Centers
Main	H-4L	PreK	2	19	C	21	C	NA	NA	Outside

Total Capacity @35 sq. ft.: 166

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 140

Total Capacity @35 sq. ft.: 166

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	259	C

Comments

Follow up to the previous Monitoring Visit that was conducted on January 22, 2019 was completed on this date.

Plan of Improvement: Developed This Date 08/30/2019

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.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@dec.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.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.dec.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.ga.gov

Janice Allison, Program Official

Date

Colleen Covey, Consultant

Date



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Findings Report

Date: 8/30/2019 **VisitType:** Licensing Study **Arrival:** 9:45 AM **Departure:** 2:20 PM

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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

A variety of equipment and toys were observed throughout the center.

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

591-1-1-.08 Children's Records

Met

Comment

Records were observed to be complete and well organized.

Facility

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

Comment

Bathrooms observed to be clean and well maintained.

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

Center appears clean and well maintained.

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

Center menu meets USDA guidelines.

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

Comment

Kitchen appears clean and well organized.

The most recent health inspection was completed on August 13, 2018, with a score of 100.

Health and Hygiene

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

Comment

The center does not serve diapered children.

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

Comment

Proper hand washing observed throughout the center.

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

Comment

The Director stated that no medication has been administered since the previous visit was conducted on January 22, 2019.

Safety

591-1-1-.05 Animals **N/A**

Comment

Center does not keep animals on premises.

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

Comment

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

591-1-1-.13 Field Trips(CR) **N/A**

Comment

Center does not participate in field trips at this time.

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

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.

The center does not serve infants.

Staff Records

Records Reviewed: 30

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 06/13/2000	
Staff # 2	Met
Date of Hire: 07/01/2012	
Staff # 3	Met
Date of Hire: 11/07/2018	
Staff # 4	Met
Date of Hire: 08/05/2019	
Staff # 5	Met
Date of Hire: 08/01/2018	
Staff # 6	Met
Date of Hire: 07/23/2019	
Staff # 7	Met
Date of Hire: 08/16/2010	
Staff # 8	Met
Date of Hire: 10/10/2017	
Staff # 9	Met
Date of Hire: 09/25/2017	
Staff # 10	Met
Date of Hire: 07/23/2019	

Staff # 11 Date of Hire: 11/06/2017	Met
Staff # 12 Date of Hire: 08/26/2014	Met
Staff # 13 Date of Hire: 03/18/2019	Met
Staff # 14 Date of Hire: 07/28/2014	Met
Staff # 15 Date of Hire: 08/06/2019	Met
Staff # 16 Date of Hire: 08/14/2013	Met
Staff # 17 Date of Hire: 08/16/2010	Met
Staff # 18 Date of Hire: 08/12/2008	Met
Staff # 19 Date of Hire: 09/10/2010	Met
Staff # 20 Date of Hire: 10/10/2017	Met
Staff # 21 Date of Hire: 07/23/2019	Met
Staff # 22 Date of Hire: 10/27/2017	Met
Staff # 23 Date of Hire: 05/06/2016	Met
Staff # 24 Date of Hire: 04/09/2019	Met
Staff # 25 Date of Hire: 07/20/2012	Met

Staff # 26 Date of Hire: 10/10/2017	Met
Staff # 27 Date of Hire: 07/23/2012	Met
Staff # 28 Date of Hire: 11/30/2015	Met
Staff # 29 Date of Hire: 10/23/2017	Met
Staff # 30 Date of Hire: 08/06/2013	Met

Staff Credentials Reviewed: 12

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)	Not Met
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Technical Assistance

591-1-1-.09(1) - Please be mindful of all staff members' Criminal Record Check expiration dates and do not allow staff members to be present at the center with an expired CRC.

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 by a review of records that one staff member present had a record check that expired on May 29, 2019.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will monitor expiration dates 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. 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 within one week from this visit date. The center will work to ensure the CRC rules are maintained. The staff member completed the process on August 29, 2019. The staff member received a satisfactory letter from the department at 11:49 AM, August 30, 2019.

Correction Deadline: 8/30/2019**Finding**

591-1-1-.09(1)(l)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 by a review of records that one staff member had a record check that expired on May 29, 2019.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will verify in Decal Koala expiration dates in order to 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 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 within one week from this visit date. The Center will monitor expiration dates closely to ensure CRC rules are maintained.

Correction Deadline: 8/30/2019

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 **Met**

Comment

Documentation observed of required staff training for the 2018 year.

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) **Met**

Comment

Center observed to maintain appropriate staff:child ratios.

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

Comment

Staff observed to provide direct supervision and be attentive to children's needs.