



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: 9/20/2018 **VisitType:** Licensing Study **Arrival:** 9:40 AM **Departure:** 12:30 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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colleen.covey@decals.ga.gov

Mailing Address

PO Box 842
 Cleveland, GA 30528

Quality Rated: ★ ★ ★

Compliance Zone Designation		
09/20/2018	Licensing Study	Good Standing
01/12/2018	Licensing Study	Good Standing
10/05/2017	Monitoring Visit	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	22	C	20	NC	NA	NA	Outside
Main	B-2R	PreK	2	19	C	20	C	NA	NA	Centers
Main	C-3R	PreK	2	22	C	20	NC	NA	NA	Centers
Main	D-4R	PreK	2	21	C	21	C	NA	NA	Centers
Main	E-1L	Three Year Olds	2	15	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	19	C	21	C	NA	NA	Centers
Main	H-4L	PreK	2	20	C	21	C	NA	NA	Outside

Total Capacity @35 sq. ft.: 166

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 152

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 Licensing Study that was conducted on January 12, 2018 was completed on this date.

Required reporting was discussed with the Director.

Plan of Improvement: Developed This Date 09/20/2018

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/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.state.ga.us.

- 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.state.ga.us/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.state.ga.us/>
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.state.ga.us

Janice Allison, Program Official

Date

Colleen Covey, Consultant

Date



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Findings Report

Date: 9/20/2018 **VisitType:** Licensing Study **Arrival:** 9:40 AM **Departure:** 12:30 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**Not Met****Finding**

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined by consultant's observation that in classroom G, 3rd left classroom, the vent in the boys restroom was not working.

POI (Plan of Improvement)

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

Correction Deadline: 10/20/2018

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**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://decal.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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

Kitchen appears clean and well organized.

The most recent health inspection was completed on August 14, 2018 with a score of 100.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**N/A**

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 12, 2018.

Safety

591-1-1-.05 Animals

Met

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)

Not Met

Comment

The center does not serve infants.

Finding

591-1-1-.30(4). requires that if cots and mats are stored in the children's activity room or area, they shall be stored to prevent children's access to them and to allow maximum use of play space. When storage is available and used for the storage of cots and mats that allows the cots, mats and any bedding to be stored without touching any other cots, mats or bedding, the bedding may be left on the cot or mat. When such storage is not available for the cots and mats, each child's bedding shall be kept separate from other children's bedding and stored in containers marked for individual use, such as, but not limited to, bins, cubbies, or bags. It was determined by consultant's observation that in classroom A, 1st right room, the mats were stored in a manner in which the sheets were touching each other.

POI (Plan of Improvement)

The Center will store cots and mats so children do not have access to them and they don't take up play space and will store them so each child's bedding is separate from the others.

Correction Deadline: 9/20/2018

Staff Records

Staff # 1 Date of Hire: 09/25/2017	Met
Staff # 2 Date of Hire: 07/28/2000	Met
Staff # 3 Date of Hire: 07/23/2012	Met
Staff # 4 Date of Hire: 07/17/2017	Met
Staff # 5 Date of Hire: 08/16/2010	Met
Staff # 6 Date of Hire: 10/24/2016	Met
Staff # 7 Date of Hire: 09/13/2010	Met
Staff # 8 Date of Hire: 07/01/2012	Met
Staff # 9 Date of Hire: 07/23/2012	Met
Staff # 10 Date of Hire: 07/23/2016	Met
Staff # 11 Date of Hire: 07/25/2016	Met
Staff # 12 Date of Hire: 07/27/2015	Met
Staff # 13 Date of Hire: 08/29/2011	Met
Staff # 14 Date of Hire: 07/27/2015	Met
Staff # 15 Date of Hire: 07/13/2017	Met

Records Reviewed: 23

Records with Missing/Incomplete Components: 0

Staff # 16 Date of Hire: 01/03/2018	Met
Staff # 17 Date of Hire: 08/06/2000	Met
Staff # 18 Date of Hire: 07/28/2014	Met
Staff # 19 Date of Hire: 07/27/2009	Met
Staff # 20 Date of Hire: 11/30/2015	Met
Staff # 21 Date of Hire: 06/09/2017	Met
Staff # 22 Date of Hire: 01/26/2015	Met
Staff # 23 Date of Hire: 07/23/2012	Met

Staff Credentials Reviewed: 23

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

Technical Assistance

Technical Assistance

591-1-1-.09 - October 1, 2018 criminal record check changes were discussed with the Director.

Comment

Criminal records checks were observed to be complete for all twenty three staff members employed on this date. Six staff members were added since the previous visit on January 12, 2018.

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 2017 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.