



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

Cover Sheet

Date: 8/30/2022 **VisitType:** Licensing Study

Arrival: 9:30 AM

Departure: 1:00 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

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Mailing Address

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

Quality Rated:

Compliance Zone Designation			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.
08/30/2022	Licensing Study	Good Standing	
06/06/2022	Complaint Closure	Good Standing	
05/24/2022	Complaint Investigation Follow Up	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		0	0	C	17	C	NA	NA	
Main	10	Three Year Olds and Four Year Olds	2	12	C	17	C	NA	NA	Lunch,Outside
Main	11	Three Year Olds and Four Year Olds	3	14	C	17	C	NA	NA	Centers
Main	12	Three Year Olds and Four Year Olds	2	15	C	17	C	NA	NA	Outside
Main	13	One Year Olds and Two Year Olds	2	7	C	17	C	NA	NA	Transitioning
Main	14		0	0	C	17	C	NA	NA	
Main	15	PreK	2	17	C	21	C	NA	NA	Circle Time, Transitioning
Main	16	One Year Olds	2	6	C	17	C	NA	NA	TV, Circle Time
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	2	15	C	17	C	NA	NA	Story, Circle Time
Main	3		0	0	C	17	C	NA	NA	
Main	4	Three Year Olds and Four Year Olds	2	14	C	17	C	NA	NA	Centers
Main	5	Three Year Olds and Four Year Olds	2	15	C	17	C	NA	NA	Outside, Lunch
Main	6	PreK	2	16	C	23	C	NA	NA	Lunch, Outside

Main	7	Three Year Olds and Four Year Olds	2	13	C	24	C	NA	NA	Circle Time, Story
Main	8	PreK	2	15	C	23	C	NA	NA	Transitioning, Circle Time
Total Capacity @35 sq. ft.: 300			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Fire Marshall Limitations				
Total # Children this Date: 159			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 Licensing Study was conducted on August 30, 2022. Information for the Virtual Administrative Review was left with the director. All Administrative Review documents must be uploaded to DECAL KOALA by September 6, 2022.

An administrative Review was completed on September 9, 2022. The visit report was completed and emailed to the director on this date.

Plan of Improvement: Developed This Date 08/30/2022

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 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 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



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Findings Report

Date: 8/30/2022 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Not Met

Finding

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on observation that on the back wall of classroom 15, there was a black plastic three tier shelf and three boxes stacked up containing paper that was covered with a sheet. On top of the sheet was five blue storage bins and a paper sorter that was not secured and was of weight or mass that could cause injury from tipping, calling, being pulled or pushed over.

POI (Plan of Improvement)

The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability.

Correction Deadline: 8/30/2022

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

Child # 3

Met

Records Reviewed: 8

Records with Missing/Incomplete Components: 0

Child # 4	Met
Child # 5	Met
Child # 6	Met
Child # 7	Met
Child # 8	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)

Technical Assistance

Technical Assistance

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

Correction Deadline: 6/7/2022

Corrected on 8/30/2022

.25(8) - This citation was observed to be corrected on this date. All cords were observed to be secured.

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

Technical Assistance

Technical Assistance

Please ensure that the playground has shaded areas. The director stated that the shade trees have been removed from the playground and new shade structures have been ordered to ensure there is shade provided on the playground.

Correction Deadline: 9/29/2022

Correction Deadline: 6/21/2022

Corrected on 8/30/2022

.26(9) - This citation was observed to be corrected on this date. All exposed concrete and gutters have been blocked off. Additionally, the exposed concrete at the base of the building has been blocked off with wood to prevent access.

Technical Assistance

Please inspect the fence line in the back left corner of the playground for thorny vines and remove as needed. Additionally, please ensure that the grass is kept cut.

Correction Deadline: 8/30/2022

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.

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**

Age-appropriate discussion and/or redirection observed.

Correction Deadline: 5/24/2022**Corrected on 8/30/2022****.11(1) - This citation was observed to be corrected on this date. Age-appropriate discipline and redirection was observed 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: 36****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 01/17/1983

Staff # 2	Met
Staff # 3 Date of Hire: 07/28/2014	Met
Staff # 4 Date of Hire: 08/28/2017	Met
Staff # 5 Date of Hire: 08/22/2016	Met
Staff # 6 Date of Hire: 04/21/1998	Met
Staff # 7 Date of Hire: 07/01/2021	Met
Staff # 8 Date of Hire: 09/08/2016	Met
Staff # 9 Date of Hire: 08/17/2016	Met
Staff # 10 Date of Hire: 08/18/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hire</u>
Staff # 11 Date of Hire: 01/02/2020	Met
Staff # 12 Date of Hire: 10/20/2021	Met
Staff # 13 Date of Hire: 08/02/2010	Met
Staff # 14 Date of Hire: 09/02/2020	Met
Staff # 15 Date of Hire: 11/16/2017	Met
Staff # 16 Date of Hire: 02/09/2011	Met
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: 08/22/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 21 Met

Date of Hire: 08/19/2013

Staff # 22 Met

Date of Hire: 10/12/2020

Staff # 23 Met

Staff # 24 Met

Date of Hire: 02/17/2017

Staff # 25 Met

Date of Hire: 02/05/2018

Staff # 26 Met

Date of Hire: 08/04/2014

Staff # 27 Met

Date of Hire: 09/01/2015

Staff # 28 Met

Date of Hire: 07/22/2019

Staff # 29 Met

Date of Hire: 08/03/2021

Staff # 30 Met

Date of Hire: 08/01/2017

Staff # 31 Met

Date of Hire: 05/27/2021

Staff # 32 Met

Date of Hire: 07/30/2012

Records Reviewed: 36

Records with Missing/Incomplete Components: 0

Staff # 33 Date of Hire: 08/07/1999	Met
Staff # 34 Date of Hire: 04/27/2022	Met
Staff # 35 Date of Hire: 07/23/2018	Met
Staff # 36 Date of Hire: 05/18/2022	Met

Staff Credentials Reviewed: 13

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

Comment
Director provided three files for employees hired since the last visit.

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.

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
Adequate supervision observed on this date.