



**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: 1/18/2022 **VisitType:** Licensing Study **Arrival:** 10:25 AM **Departure:** 11:10 AM

CCLC-2970

WILKES COUNTY HEAD START

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

Mailing Address

P. O. BOX 896
SANDERSVILLE, GA 31082

Regional Consultant

Melyn Smith

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melyn.smith@decal.ga.gov

Joint with: Verlynn Gant

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. 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.
01/18/2022	Licensing Study	Good Standing	
10/15/2021	Monitoring Visit	Good Standing	
09/21/2021	Complaint Investigation by Phone	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		0	0	C	22	C	NA	NA	
Main	B-left		0	0	C	22	C	NA	NA	
Total Capacity @35 sq. ft.:			44			Total Capacity @25 sq. ft.: 0				
Total # Children this Date:			0			Total Capacity @35 sq. ft.: 135				
						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	91	C

Comments

On this date, the consultant followed up to previous visit and conducted an on-site Licensing Study. Consultant requested the provider submit required documents for the Administrative Review process. An Administrative Review was conducted on January 25, 2022. Staff files, children's files, training, and background checks were all reviewed. The Consultant completed exit conference virtually and a copy of licensing study report was electronically emailed to the Program on January 26, 2022.

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



Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

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

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.

- 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)

Grant Rainey, Program Official

Date

Melyn Smith, Consultant

Date

Verlyn Gant, Consultant

Date



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Findings Report

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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: 3

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

Child # 3

Met

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

Met

Comment

Records were observed to be complete and well organized.

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

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

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

Technical Assistance

591-1-1-.26(9) - The Consultant discussed with the director to please ensure the stakes holding the black playground border in the ground were not raised, as four were observed raised with the highest measuring two inches. Please ensure loose branches are removed from the playground, as these can be tripping hazards.

Correction Deadline: 1/18/2022

Food Service

591-1-1-.15 Food Service & Nutrition **Met**

Comment

Center menu meets USDA guidelines.

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

There were no children present on this date. Proper hand washing of children and staff was discussed with the director on this date.

591-1-1-.20 Medications(CR) **N/A**

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Technical Assistance**

Technical Assistance

591-1-1-.21(3) - The Consultant discussed with the director to please ensure the Emergency Drills Documentation contained all required information, as the documentation was lacking the time of the emergency drills, the number of children present during the emergency drills, and the length of the emergency drills.

Correction Deadline: 1/23/2022

Safety

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

Comment

Center does not keep animals on premises.

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

There were no children present on this date. The center's discipline policy was reviewed on this date. Regulations regarding proper discipline were discussed with the director 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**

There were no children present on this date. Pleasant naptime environment observed.

Staff Records

Records Reviewed: 12**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 08/02/2019	
Staff # 2	Met
Date of Hire: 11/05/2019	
Staff # 3	Met
Date of Hire: 10/04/2021	
Staff # 4	Met
Date of Hire: 08/16/1995	
Staff # 5	Met
Date of Hire: 09/19/1977	
Staff # 6	Met
Date of Hire: 08/16/1994	
Staff # 7	Met
Date of Hire: 03/20/2019	
Staff # 8	Met
Date of Hire: 09/06/2020	
Staff # 9	Met
Date of Hire: 09/25/2020	

Records Reviewed: 12

Records with Missing/Incomplete Components: 0

Staff # 10 Met
Date of Hire: 08/05/2001

Staff # 11 Met
Date of Hire: 07/31/2005

Staff # 12 Met
Date of Hire: 03/13/2003

Staff Credentials Reviewed: 6

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

Comment

Criminal record checks were observed to be complete.

591-1-1-.14 First Aid & CPR Met

Comment

Please replace expired antibacterial ointment in first aid kit(s).

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

There were no children present on this date. Proper ratios and classroom capacities were discussed with the director on this date.

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

Comment

There were no children present on this date. Proper supervision of children, including being prompt to children's needs, was discussed with the director on this date.