



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: 8/28/2025 **VisitType:** Monitoring Visit

Arrival: 9:15 AM **Departure:** 2:15 PM

CCLC-2787

Glynn Head Start

One Community Action Dr. Brunswick, GA 31520 Glynn County
 (912) 262-1400 sreed@coastalgacaa.org

Regional Consultant

Jerica Davis

Phone: (478) 314-9452

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jerica.davis@dec.al.ga.gov

Mailing Address

Same

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.
08/28/2025	Monitoring Visit	Good Standing	
06/06/2025	Incident Investigation Closure	Good Standing	
04/25/2025	Incident Investigation & Follow Up	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	1	Three Year Olds and Four Year Olds	2	14	C	17	C	NA	NA	Centers
Main	10		0	0	C	17	C	NA	NA	
Main	11	Three Year Olds	2	13	C	17	C	NA	NA	Circle Time,Outside
Main	12	Two Year Olds and Three Year Olds	2	17	C	17	C	NA	NA	Centers,Outside
Main	13		0	0	C	17	C	NA	NA	
Main	14		0	0	C	17	C	NA	NA	
Main	15		0	0	C	21	C	NA	NA	
Main	16		0	0	C	17	C	NA	NA	
Main	17	One Year Olds and Two Year Olds	2	7	C	17	C	NA	NA	Outside
Main	18		0	0	C	17	C	NA	NA	
Main	2	Three Year Olds and Four Year Olds	2	14	C	17	C	NA	NA	Art,Transitioning
Main	3		0	0	C	17	C	NA	NA	
Main	4	Three Year Olds	20	3	C	17	C	NA	NA	Circle Time,Outside
Main	5		0	0	C	17	C	NA	NA	
Main	6	GA PreK	2	12	C	23	C	NA	NA	Centers
Main	7	GA PreK	2	9	C	24	C	NA	NA	Centers
Main	8		0	0	C	23	C	NA	NA	
Total Capacity @35 sq. ft.: 300			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Fire Marshall Limitations				

Total # Children this Date: 89

Total Capacity @35 sq. ft.: 300

Total Capacity @25 sq.
ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playgrd - Main	228	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
0	6	3	52	50	0	0

Comments

The visit report was reviewed with center staff on this date.

Plan of Improvement: Developed This Date

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.decgal.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), 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)

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.al.ga.gov for more information. Free technical assistance is available!



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(Findings Report)

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The following information is associated with a MV:

Activities and Equipment

Records Reviewed: 32

Records with Missing/Incomplete Components: 1

Staff # 4

Not Met

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Met

Comment

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

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

Met

Comment

Center does not provide swimming activities.

Facility

Records Reviewed: 32

Records with Missing/Incomplete Components: 1

Staff # 4

Not Met

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

591-1-1-.19 License Capacity(CR)

Met

Comment

Licensed capacity observed to be routinely met by center on this date.

591-1-1-.25 Physical Plant - Safe Environment(CR)

Technical Assistance

Technical Assistance

Please ensure that each child's personal items be kept in individually labeled cubbies, lockers or racks separated from articles used by other children. The spaces shall be accessible to the children to whom they are assigned. Please ensure each enrolled child over 12 months of age have access to their own labeled storage space for their individual belongings that is within their reach.

Correction Deadline: 9/27/2025

Technical Assistance

Please ensure all electrical cords, including laptop cords, are stored inaccessible to children to prevent access.

Correction Deadline: 8/28/2025**Prior Visits: 10/15/2020****591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that a heavy duty strap was observed to be connected to the swing structure stretching across to the fence on the far back right corner of the playground at a low level which posed a potential hazard to children on the playground.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 8/28/2025**Prior Visits: 03/10/2022****Health and Hygiene****Records Reviewed: 32****Records with Missing/Incomplete Components: 1**

Staff # 4

Not Met

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Staff stated proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center on this date.

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

Documentation for medication dispensing observed completed on this date.

Policies and Procedures**Records Reviewed: 32****Records with Missing/Incomplete Components: 1**

Staff # 4

Not Met

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Technical Assistance

Discussed updating the Center's policies and procedures to include the program's practices regarding the expulsion and suspension of children enrolled for care within the description of behavior management and discipline actions used by the Center.

Also discussed to ensure a description of the practices followed by the Center to prevent shaken baby syndrome and abusive head trauma in children up to five years of age that includes the following information: how to recognize, respond to, and report the signs and symptoms of shaken baby syndrome and abusive head trauma; strategies to assist staff members in understanding how to care for infants and how to cope with a crying, fussing, or distraught child; strategies to ensure staff members understand the brain development of children up to five years of age; and a list of prohibited behaviors when dealing with children.

Additional information can be found in the CCLC Indicator Manual found on DECAL's website at: <https://www.decal.ga.gov/CCS/RulesAndRegulations.aspx> or through the Center on Shaken Baby Syndrome found at: <https://dontshake.org/>.

Correction Deadline: 9/2/2025

Safety

Records Reviewed: 32

Records with Missing/Incomplete Components: 1

Staff # 4

Not Met

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

Met

Comment

Please be mindful of voice tone in redirecting children. Please ensure staff be mindful of voice tones while directing children.

591-1-1-.36 Transportation(CR)

Met

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

Records Reviewed: 32

Records with Missing/Incomplete Components: 1

Staff # 4

Not Met

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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: 32

Records with Missing/Incomplete Components: 1

Staff # 4

Not Met

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that staff member #4, who was observed completing custodial tasks, had a background check within portability that had not been ported electronically before being present as required.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will complete the provided affidavit form to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. 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 complete all steps to ensure CRC rules are maintained.

Correction Deadline: 8/28/2025**Prior Visits: 09/30/2021****591-1-1-.14 First Aid & CPR(CR)****Technical Assistance****Technical Assistance**

: Discussed that effective July 1, 2025, new staff are required to obtain pediatric First Aid and pediatric CPR training within 45 days of employment. It was further discussed that programs must have at least one person with current pediatric First Aid and pediatric CPR training in each classroom at all times.

Correction Deadline: 9/27/2025**591-1-1-.24 Personnel Records****Technical Assistance****Technical Assistance**

Please ensure that the center maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation. Please ensure each staff file includes identifying information including the staff's name, date of birth, social security number, current address, current phone number, previous 10 year work history, and completed orientation form.

Correction Deadline: 9/2/2025**591-1-1-.33 Staff Training****Defer****Technical Assistance**

Discussed that all Employees, including volunteers, independent contractors, students-in-training, etc. should have a completed initial program orientation form on file.

Correction Deadline: 8/28/2025**Correction Deadline: 10/3/2024****Prior Visits: 09/03/2024****Corrected on 8/28/2025**

.33(3)(a)-(k) - This citation was observed to be corrected on this date. All new staff had evidence of Health and Safety orientation training on file as required.

Defer

591-1-1-.33(5)- This citation will be evaluated at the next Licensing Study.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 10/3/2024

Technical Assistance

Discussed that effective July 1, 2025, all staff are required to obtain at least two hours in evidence based, developmentally appropriate language and literacy practices and at least two hours in on-going child development and health and safety related topics as part of their 10 hours of annual training.

Correction Deadline: 9/27/2025

591-1-1-.31 Staff(CR)**Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

Records Reviewed: 32**Records with Missing/Incomplete Components: 1**

Staff # 4

Not Met

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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.