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: 10/10/2023 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 2:40 PM

CCLC-27902
Lowndes I Head Start Center

1613 Ulmer Avenue Valdosta, GA 31601 Lowndes County
(229) 244-6300 vwilliams@cpheadstart.org

Regional Consultant
Lindsey Ray
Phone: ()
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lindsey.ray@decal.ga.gov
Joint with: Rena Keene

Mailing Address
Same

Quality Rated: ★ ★

Compliance Zone Designation		
10/10/2023	Licensing Study	Good Standing
03/15/2023	Monitoring Visit	Good Standing
11/16/2022	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	3 years- Rm G		0	0	C	15	C	NA	NA	Not In Use
Main	Rm A		1	0	C	15	C	NA	NA	Not In Use
Main	Rm B		2	0	C	17	C	NA	NA	Not In Use
Main	Rm C		2	0	C	16	C	NA	NA	Not In Use
Main	Rm D		2	0	C	16	C	NA	NA	Not In Use
Main	Rm E		1	0	C	17	C	NA	NA	
Main	Rm F		1	0	C	16	C	NA	NA	Not In Use
Main	Rm H		2	0	C	16	C	NA	NA	Not In Use
Main	Rm I		2	0	C	16	C	NA	NA	Not In Use
Main	Rm J		2	0	C	16	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 160 Total Capacity @25 sq. ft.: 0

Total # Children this Date: 0 Total Capacity @35 sq. ft.: 160 Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	155	C

Comments
The purpose of today's visit is to conduct a licensing study. The center does not dispense medication or provide swimming activities.

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

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 a1 855-800-7747 or qualityrated@decal.ga.gov for more information. Free techincal assistance is available!

Valerie Williams, Program Official	Date	Lindsey Ray, Regional Consultant	Date
Rena Keene, Regional 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) **Technical Assistance**

Technical Assistance
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. The consultant and the director and staff discussed shelves that were not properly secured and could cause injury from being pulled or pushed over.

Correction Deadline: 10/10/2023

591-1-1-.35 Swimming Pools & Water-related Activities(CR) **N/A**

Comment
Center does not provide swimming activities.

Children's Records

Records Reviewed: 6 **Records with Missing/Incomplete Components: 6**

Child # 1 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing,.08(1)-Parent Names, Work Numbers,.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing

Child # 2 Not Met

"Missing/Incomplete Components"

.08(3)-Name of Release Person Missing,.08(3)-Address of Release Person Missing,.08(1)-Emergency Contact information Missing

Child # 3 Not Met

"Missing/Incomplete Components"

.08(3)-Name of Release Person Missing,.08(3)-Address of Release Person Missing

Child # 4 Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers,.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing

Child # 5 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 6 Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

591-1-1-.08 Children's Records **Not Met**

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child’s name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child’s primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, intellectual disabilities or developmental disabilities which limit the child’s participation in the program. It was determined based on a review of records that the following children had incomplete enrollment forms:

Child # 1-.08(3)-Address of Release Person Missing,.08(1)-Parent Names, Work Numbers,.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing

Child # 2-.08(3)-Name of Release Person Missing,.08(3)-Address of Release Person Missing,.08(1)-Emergency Contact information Missing

Child #3-.08(3)-Name of Release Person Missing,.08(3)-Address of Release Person Missing

Child #4-.08(1)-Parent Names, Work Numbers,.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing

Child #5-.08(3)-Address of Release Person Missing

Child # 6-.08(1)-Doctor, Clinic, Phone Numbers

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 10/10/2023

Facility

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

Comment
Please monitor bathrooms for necessary supplies and cleanliness.

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**

Comment
Please be mindful to keep items that pose a hazard inaccessible to children.

Technical Assistance
591-1-1-.25(17) - requires that the Center premises be free of plants and shrubs which are poisonous or hazardous. The consultant and staff discussed plants that could be hazardous.

Correction Deadline: 10/10/2023

591-1-1-.26 Playgrounds(CR) **Not Met**

Finding
591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area.
It was determined based on observation that the following fencing hazards were present:
-On the right side of the playground behind the white pavilion, there was a gap at the bottom of the fence and four rusted, metal stakes protruding from the ground.
-At the front of the playground parallel to the open breeze way, the frame to the gate is rusted and detached leaving exposed sharp, rusted edges.
-Between the main building and an outdoor storage unit, a metal fence post is broken exposing rusty, sharp edges.

POI (Plan of Improvement)
The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 10/10/2023

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 the following hazards were observed:

-Ten live fire ant beds were scattered throughout the playground.
-Large hole with septic tank access and electrical plug to the left of the large, white, pavilion structure.
-On the right side of the playground, a funnel ball toss game has an exposed concrete footer.
-Mold, mildew, and standing water located on the climbing steps of the large blue and yellow structure.
-Next to the main building, exposed wiring that runs from the AC unit to the inside of the building.
-Exposed rust on large art easel located next to AC unit.

There were no children present on this date.

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: 10/10/2023

Food Service

591-1-1-.18 Kitchen Operations **Not Met**

Finding

591-1-1-.18(1) requires that food be in sound condition, free from spoilage and contamination and safe for human consumption. Eggs, pork, pork products, poultry and fish shall be thoroughly cooked. All raw fruits and vegetables shall be washed thoroughly before being cooked or served. Foods not subject to further washing or cooking before serving shall be stored in such a manner as to be protected against contamination. Meats, poultry, fish, dairy products and processed foods shall have been inspected under an official regulatory program. Hot foods shall be maintained at a temperature of one hundred forty (140) degrees Fahrenheit or above except during serving. Food and drinks shall be prepared as close to serving time as possible to protect children and Personnel from food-borne illness. It was determined based on observation that two packages of Tortillas had an expiration date of August 2, 2023. Two large containers of Ranch dressing were observed in the refrigerator that had expiration dates of March 2, 2023 and July 23, 2023. Tartar sauce was observed in an outside refrigerator with an expiration date of July 2023. There were several canned goods that had no expiration date observed. Additionally, a bag of frozen popcorn shrimp was observed in the freezer that had been opened and not resealed.

POI (Plan of Improvement)

The Center will train Staff to ensure that food served is in sound condition and free from spoilage and contamination. The director or designated person will monitor the storage and preparation of food to ensure that it is safe for human consumption.

Correction Deadline: 10/10/2023

Health and Hygiene

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

Comment

No children enrolled who require diapering. School age children attend only for after school hours.

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.

Safety

591-1-1-.05 Animals **Met**

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) **Met**

Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR) **Not Met**

Finding
591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on a review of six children's records, that no child reviewed had complete routine pick-up or routine delivery locations.

POI (Plan of Improvement)
The Center will obtain the required written parental authorization.

Correction Deadline: 10/11/2023

Finding
591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on a review of records dating August 28, 2023 through October 5, 2023 that the following rule violations were observed:

Child #2 was transported on October 23-26 from the Giddeon /Moody pickup location to Lowndes 1 Head Start with no emergency medical information on the vehicle.

Child #3 and child #5 had an incomplete form that did not not state the address of the medical facility used by the center.

Child #5 had an incomplete form that did not address any special needs that the child may have.

Child # 6 had an incomplete form that did not list the child's doctor or telephone number.

POI (Plan of Improvement)
The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

Correction Deadline: 10/11/2023

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR) **Met**

Comment
Please ensure that cribs/cots are labeled for individual use. No children present on this date.

Staff Records

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

Comment
Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

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.