



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.dec.state.ga.gov

(Cover Sheet)

Date: 1/29/2021

VisitType: EX-Monitoring

Arrival: 1:15PM

Departure: 1:45PM

EX-42908 EXMT-4851 EX-1 - Government
Holly Springs Elementary (Douglas County ASP)

4909 West Chapel Hill Road, Douglasville GA 30135
Douglas County
(770) 651-4000 mitzi.teal@dcssga.org

Mailing Address

4909 West Chapel Hill Rd, GA 30135

Regional Consultant

Nilia Lalin

Phone: (770) 405-7929

Fax: (404) 591-4949

nilia.lalin@dec.state.ga.gov

Joint with:

Table with 4 columns: Compliance Zone Designation, Prevention Action Category, Intermediate Action Category, Dismissal Action Category. Rows include dates 1/29/2021 and various action levels (P1, P2, P3) and categories like Technical Assistance, Citation, Plan of Improvement.

Staff: Child Ratios

Table with 6 columns: Room Description, Age Groups, Staff Count, Children Count, State Ratio Met, Notes. Rows include cafeteria, Media Center, Music Room.

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 0

#Children Count: 0

Comments:

CAPS Monitoring visit was completed virtually due to COVID-19. The school is closed on Fridays for virtually learning. No children were present during visit.

Corrective Action Plan: No Plan Developed

Box containing a fingerprint icon and text: Please refer the website, http://www.dec.state.ga.gov/CCS/RulesAndRegulations.aspx, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. Includes a bulleted list of requirements.

By signing this report I acknowledge that the report was discussed with me and if there are any missing requirements I am responsible for submitting them as outlined to Maximus or the CAPS program.

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.al.ga.gov.

1. Facility name, program 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 standard(s) that you are refuting, along with your concerns or questions regarding the citation
4. Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date of the visit to the facility.
5. Your refutation will be forwarded to the CCS Exemptions Unit manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 770-293-5977.

Any violation which subjects a child to injury or life threatening situation or continued non-compliance may jeopardize participation in the CAPS program for eligible license-exempt program (government-owned facilities and day camps).

Director/Person-in-charge Signature _____

Printed Name _____ Date _____

Specialist Signature _____ Date _____



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(Summary Report)

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The following information is associated with a Exemption Monitoring:

Activities and Equipment

EX-HS-F Equipment & Toys (CS)

Met

Comment

A variety of equipment and toys were observed throughout the Program.

EX-HS-Q Swimming Pools & Water-related Activities (CS)

Met

Comment

Program does not provide swimming activities.

Exemptions

EX-HS-X Exemption Requirements (NCP)

Met

Comment

Observed compliance with the local zoning authorities, fire safety agencies and local building authorities on this date.

Facility

EX-HS-L Physical Plant (NCP)

Met

Comment

Observed exemption approval letter and certificate from the Department, local zoning authorities, fire safety agencies and local building authorities on this date.

Comment

Program appears clean and well maintained.

EX-HS-M Playgrounds (CS)

Met

Comment

Playground not used by children.

Health and Hygiene

EX-HS-U Diapering Areas & Practices (CS)

Met

Comment

No diapered children are enrolled.

EX-HS-.H Hygiene (NCP)**Met****Comment**

Hand washing was not observed during the visit but proper hand washing rules were discussed. Provider reported that children and staff wash hands before snack, after recess, and after using bathroom. Hand sanitizing stations observed through program.

EX-HS-.I Medications (CS)**Met****Comment**

Medication is not dispensed

Policies and Procedures**EX-HS-.J Operational Policies & Procedures (NCP)****Met****Comment**

Determined age-appropriate discipline is communicated to staff on this date.

Comment

It was determined that the program provides Parents a copy of the Program's written policies and procedures.

EX-HS-.T Required Reporting (NCP)**Met****Comment**

There were no incidents or injuries that required reporting.

Safety**EX-HS-.S****Met****Comment**

No field trips are offered

EX-HS-.E Discipline (CS)**Met****Comment**

Observed age-appropriate discipline policies on this date.

EX-HS-.R Transportation (CS)**Met****Comment**

Program does not provide routine transportation.

Sleeping & Resting Equipment**EX-HS-.V Safe Sleeping and Resting Requirements (CS)****Met****Comment**

No safe sleep policies are necessary. ASP located in a school for school age children.

Staff Records

Records Reviewed: 6**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 08/01/2016

Staff # 2

Met

Date of Hire: 11/02/2020

Staff # 3 Met
 Date of Hire: 08/01/2007

Staff # 4 Met
 Date of Hire: 11/01/2000

Staff # 5 Met
 Date of Hire: 08/01/2014

Staff # 6 Met
 Date of Hire: 08/01/2013

EX-HS-.D Criminal Records and Comprehensive Background Checks (CS) Met

Comment
 Criminal record checks were observed to be complete.

EX-HS-.W First Aid & CPR (NCP) Not Met

Finding
 EX-HS-.W(1) requires Program Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Program shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on review of documents that 3 out of 5 staff members did have a CPR certificate on file only.

POI (Plan of Improvement)
 The Program will ensure that all staff members complete first aid and CPR training and maintain certificate on file.

Correction Deadline: 2/28/2021

EX-HS-.P Staff Training (NCP) Met

Comment
 Observed initial 10 hours Health and Safety orientation training certificate for all staff on this date.

Staffing and Supervision

EX-HS-.O Staff:Child Ratios and Supervision (CS) Met

Comment
 Supervision discussed. No children present during the time of visit.