

**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.us

(Cover Sheet)**Date:** 1/24/2023**VisitType:** EX-Monitoring**Arrival:** 3:00PM**Departure:** 5:15PM**EX-43919 EXMT-6426 EX-1 - Government
DeKalb County Schools ASED - Wynbrooke**

440 Wicksbury Way, Stone Mountain GA 30087

DeKalb County

(678) 676-5002

valeria_hicks@dekalbschools.ga.gov

Mailing Address1701 Mountain Industrial Boulevard, GA
30083**Regional Consultant**

Melissa McFarlin

Phone: (770) 359-5224

Fax: (770) 302-9130

melissa.mcfarlin@dec.state.ga.us

Joint with:

| Compliance Zone Designation | | | Prevention Action Category | Intermediate Action Category | Dismissal Action Category |
|------------------------------------|---------------|----|-----------------------------------|-------------------------------------|----------------------------------|
| 1/24/2023 | EX-Monitoring | NA | Prevention Level 1 (P1) | Intermediate Level 1 (I1) | Dismissal (D) |
| | | | Technical Assistance | Corrective Action Plan | Dismissal |
| | | | | Office Conference | Disqualification |
| | | | Prevention Level 2 (P2) | Intermediate Level 2 (I2) | |
| | | | Citation | Fine (Level 1 or 2) | |
| | | | Plan of Improvement | | |
| | | | Prevention Level 3 (P3) | Intermediate Level 3 (I3) | |

Staff: Child Ratios

| Room Description | Age Groups | Staff Count | Children Count | State Ratio Met | Notes |
|-----------------------|-----------------|-------------|----------------|-----------------|-------|
| Cafeteria | , Six and older | 1 | 14 | Y | |
| Gym | PreK | 1 | 5 | Y | |
| Playground | | 0 | 0 | Y | |
| Playground | | 0 | 0 | Y | |
| Room 311 Media Center | , Six and older | 1 | 14 | Y | |
| Room 402 | , Six and older | 1 | 7 | Y | |
| Room 416 | , Six and older | 1 | 5 | Y | |
| Room 417 | | 0 | 0 | Y | |
| Room 462 | , Six and older | 1 | 9 | Y | |
| Room 476 | , Six and older | 1 | 14 | Y | |
| Room 510 | | 0 | 0 | Y | |
| Room 556 | | 0 | 0 | Y | |
| Room 564 | , Fives | 1 | 10 | Y | |
| Room 565 | , Six and older | 2 | 12 | Y | |
| Room 577 | | 0 | 0 | Y | |

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 10

#Children Count: 90

Comments:

On January 24, 2023, an in-person visit was conducted for the purpose of a CAPS Monitoring Visit. In addition, an administrative review was conducted on this date to review required documents.



Please refer 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

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@decal.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)**Date:** 1/24/2023**VisitType:** EX-Monitoring**Arrival:** 3:00PM**Departure:** 5:15PM**EX-43919 EXMT-6426 EX-1 - Government
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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)**N/A****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**

No hazards observed accessible to children on this date.

EX-HS-.M Playgrounds (CS)**Technical Assistance****Technical Assistance**

EX-HS-.M(3) - The program will ensure the playground utilized by Pre-K through First grade has adequate resilient surfacing. The program will ensure maintenance of resilient surface. The program will fluff and redistribute.

Health and Hygiene**EX-HS-.U Diapering Areas & Practices (CS)****N/A****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.

| | |
|----------------------------------|------------|
| EX-HS-.I Medications (CS) | N/A |
|----------------------------------|------------|

Comment

Medication is not dispensed

| |
|--------------------------------|
| Policies and Procedures |
|--------------------------------|

| | |
|---|------------|
| EX-HS-.J Operational Policies & Procedures (NCP) | Met |
|---|------------|

Comment

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

Comment

Observed evidence of written policies and procedures that describe the Program's operations on this date.

| | |
|--|------------|
| EX-HS-.T Required Reporting (NCP) | Met |
|--|------------|

Comment

There were no incidents or injuries that required reporting.

| |
|---------------|
| Safety |
|---------------|

| | |
|-----------------|------------|
| EX-HS-.S | N/A |
|-----------------|------------|

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) | N/A |
|-------------------------------------|------------|

Comment

Program does not provide routine transportation.

| |
|---|
| Sleeping & Resting Equipment |
|---|

| | |
|---|------------|
| EX-HS-.V Safe Sleeping and Resting Requirements (CS) | N/A |
|---|------------|

Comment

No infants are enrolled.

| |
|----------------------|
| Staff Records |
|----------------------|

| | |
|-----------------------------|--|
| Records Reviewed: 24 | Records with Missing/Incomplete Components: 0 |
|-----------------------------|--|

| | |
|-----------|-----|
| Staff # 1 | Met |
|-----------|-----|

Date of Hire: 07/02/2018

| | |
|-----------|-----|
| Staff # 2 | Met |
|-----------|-----|

Date of Hire: 07/02/2018

| | |
|-----------|-----|
| Staff # 3 | Met |
|-----------|-----|

Date of Hire: 07/01/2018

Staff # 4 Met

Date of Hire: 08/02/2021

Staff # 5 Met

Date of Hire: 08/02/2021

Staff # 6 Met

Date of Hire: 12/13/2021

Staff # 7 Met

Date of Hire: 12/15/2020

Staff # 8 Met

Staff # 9 Met

Staff # 10 Met

Date of Hire: 07/01/2018

Staff # 11 Met

Date of Hire: 08/09/2021

Staff # 12 Met

Date of Hire: 06/23/2014

Staff # 13 Met

Date of Hire: 08/02/2021

Staff # 14 Met

Staff # 15 Met

Date of Hire: 08/08/2022

Staff # 16 Met

Date of Hire: 01/13/2022

Staff # 17 Met

Date of Hire: 07/02/2018

Staff # 18 Met

Date of Hire: 07/02/2018

Staff # 19 Met

Date of Hire: 08/08/2022

Staff # 20 Met

Records Reviewed: 24

Date of Hire: 12/01/2022

Records with Missing/Incomplete Components: 0Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 21

Met

Date of Hire: 08/02/2021

Staff # 22

Met

Date of Hire: 07/01/2018

Staff # 23

Met

Date of Hire: 09/30/1997

Staff # 24

Met

Date of Hire: 08/05/2019

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

24 of 24 staff 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 that the director and other staff members did not successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid as required.

POI (Plan of Improvement)

The Program will successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid and maintain a record of the completion on file.

Correction Deadline: 2/23/2023**EX-HS-.P Staff Training (NCP)****Technical Assistance****Technical Assistance**

EX-HS-.P(3) - The program will ensure that the Health and Safety Training certificates are maintained on file and readily available for review by the department.

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

Adequate supervision observed on this date.