



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.al.ga.gov

(Cover Sheet)

Date: 9/19/2022

VisitType: EX-Monitoring

Arrival: 3:00PM

Departure: 5:40PM

**EX-46572 EXMT-12297 EX-1 - Government
Marietta Community Schools-Hickory Hills
Elementary ASP/BSP**

500 Redwood Drive SW, Marietta GA 30064 Cobb
County
(770) 429-3125 dwiley@marietta-city.k12.ga.us

Mailing Address

368 Wright Street, GA 30064

Regional Consultant

Nilia Lalin

Phone: (770) 405-7929

Fax: (404) 591-4949

nilia.lalin@dec.al.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
9/19/2022	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 (Level1 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		0	0	Y	
Media Center		0	0	Y	
Playground	, Fives, Sixes	0	28	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 0

#Children Count: 28

Comments:

A CAPS Monitoring Visit completed today. Administrative review of documentation and report were completed on-site. One Day Letter left at the program. Visit report and resources emailed to provider by specialist while on-site.

Corrective Action Plan:Developed This Date



Please refer the website, <http://www.dec.al.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@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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Joint with:

The following information is associated with a Exemption Monitoring:

Activities and Equipment

EX-HS-.F Equipment & Toys (CS)

Met

Comment

Equipment observed to be properly secured, as applicable. Program located inside a school.

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 Exemption Approval Letter and certificate posted on this date. Director reported that the school main office keeps the fire inspection report. Children's immunization also were also observed.

Facility

EX-HS-.B

Met

Comment

EX-HS-.B(2) - Program located inside a school. Children's bathroom was located down the hall from cafeteria. Director reported that children are supervised by a staff member when going to the bathroom.

EX-HS-.L Physical Plant (NCP)

Met

Technical Assistance

Broom, mop, and cleaning supply observed accessible to children in the cafeteria on this date.

Comment

Program appears clean and well maintained.

EX-HS-.M Playgrounds (CS)

Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute under fall zones and under swings in the playground with the basketball court.

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 was discussed. Hand sanitizer stations observed throughout program.

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

Medication is not dispensed

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

Fire Drill form was missing time, number of children, length of drill.

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**

One incident that required reporting was reported on October 21, 2021.

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.

Comment

Staff were observed to maintain an age appropriate learning environment 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

Staff # 1	Not Met
Date of Hire: 08/05/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 2	Not Met
Date of Hire: 07/30/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 3	Not Met
Date of Hire: 09/28/2021	
<u>"Missing/Incomplete Components"</u>	
EX-HS-.P(3)-Health and Safety Training	
Staff # 4	Not Met
Date of Hire: 08/03/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	
Staff # 6	Not Met
Date of Hire: 08/02/2021	
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	

EX-HS-.D Criminal Records and Comprehensive Background Checks (CS)	Not Met
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Finding

EX-HS-.D(1) requires every staff member with direct care responsibilities must have a Satisfactory Criminal Records Check Determination before the individual is present at the program while any child is present for care. It was determined based on review of records that five out of six staff members did not have a DECAL Satisfactory Criminal Records Check Determination while children were present for care.

POI (Plan of Improvement)

The Program will ensure that staff members initiate the process of obtaining a DECAL Satisfactory Criminal Records Check Determination before the individual is present at the program while any child is present for care.

Correction Deadline: 9/19/2022

EX-HS-.W First Aid & CPR (NCP)	Met
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Comment

Observed evidence of staff training in CPR and first aid on this date. Program director reported that First Aid and CPR training was scheduled for November 2022.

EX-HS-.P Staff Training (NCP)

Technical Assistance

Technical Assistance

Observed training for all staff requiring training on this date.

Staffing and Supervision

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

Not Met

Comment

Program observed to maintain appropriate staff: child ratios.

Finding

EX-HS-.O(3) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on observation that two children walked out of the classroom without adult supervision from classroom to the gym.

POI (Plan of Improvement)

The Program will ensure that all children are supervised at all times.

Correction Deadline: 9/19/2022