



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: 6/19/2020

VisitType: EX-Monitoring

Arrival: 9:00AM

Departure: 10:00AM

EX-44804 EXMT-8514 EX-1 - Government
Bulloch County Board of Commissioners - Kids
Zone

Regional Consultant

Sarah Benton

Phone: (770) 357-5103

Fax: (770) 357-5105

sarah.benton@dec.al.ga.gov

1 Max Lockwood Drive, Statesboro GA 30458
Bulloch County
(912) 489-9087 ksharpe@bullochrec.com

Mailing Address

PO Box 408, GA 30459

Joint with:

Staff:Child Ratios

Table with 6 columns: Room Description, Age Groups, Staff Count, Children Count, State Ratio Met, Notes. Rows for room 1, 2, 3.

Group Sizes Met? Y Total # Non-Care Staff Present: 0 #Staff Count: 0 #Children Count: 0

Comments:

The administrative review was begun on June 18, 2020 and the virtual visit was completed on June 19, 2020. The program has not currently started for the summer and will begin on June22, 2020.

This virtual visit was completed virtually via GoTo Meeting. The report was discussed and emailed to the program for a signature.

Discussed the following regarding the following as per the CDC Guidance for schools and camps. Resources emailed along with the report. Program utilizing the camp checklist daily. Program has developed a plan using the guidance.

- 1) Healthy Hygiene practices (hand washing, cleaning and disinfecting, ensuring water fountains and ventilation are functioning properly)
2) Discussed promoting social distancing
3) Limiting sharing of supplies and materials
4) Ensuring staff are trained
5) Checking for signs and systems and ensuring procedures are in place.

Website Resources:

- https://dph.georgia.gov/
http://dec.al.ga.gov/BFTS/Covid19.aspx
https://gov.georgia.gov/
https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/summer-camps.html

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](mailto:CCSRefutations@dec.al.ga.gov).

1. Facility name, provider 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 jepordize 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**

Program discussed the disinfecting procedures that will take place. Children have some own supplies available.

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

**N/A**

**Comment**

Program does not provide swimming activities due to Covid-19.

**Exemptions**

**EX-HS-.X Exemption Requirements (NCP)**

**Not Met**

**Comment**

Observed fire marshal visit but it was more than a year old.

**Finding**

EX-HS-.X(4) requires the program to comply with local, regional, and state health department, fire marshal, fire prevention, and building/zoning guidelines. It was determined based on staff statements that the program did not have a copy of the certificate of occupancy.

**POI (Plan of Improvement)**

The Program will contact the City for information.

**Correction Deadline: 6/19/2020**

**Facility**

**EX-HS-.L Physical Plant (NCP)**

**Met**

**Comment**

Please be mindful to keep items that pose a hazard inaccessible when camp begins.

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

**Not Met**

**Comment**

Discussed the resilient surfacing. In addition, discussed monitoring the metal equipment for heat.

**Finding**

EX-HS-M(1) 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 observations and staff statements that the playground was not fenced with a 4 fence.

**POI (Plan of Improvement)**

The Program will fence the playground area. Discussed using cones as visual markers for the children while fencing is discussed.

**Correction Deadline: 6/19/2020**

<b>Health and Hygiene</b>
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<b>EX-HS-U Diapering Areas &amp; Practices (CS)</b>	<b>Met</b>
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**Comment**

No diapered children are enrolled.

<b>EX-HS-H Hygiene (NCP)</b>	<b>Met</b>
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**Comment**

There were no children enrolled on this date. Proper hand washing of children and staff was discussed with the director on this date.

<b>EX-HS-I Medications (CS)</b>	<b>Met</b>
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**Comment**

Medication is not dispensed as the program is not currently operating. Observed forms for use.

<b>Policies and Procedures</b>
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<b>EX-HS-J Operational Policies &amp; Procedures (NCP)</b>	<b>Not Met</b>
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**Finding**

EX-HS-J(1)(a-i) requires the Program to establish and implement written policies and procedures that describe the Program's operations as follows: (a) the exclusion of children with contagious illness; (b) notification of parents in the event their child becomes ill while at the facility; (c) the notification of all parents of enrolled children when a reportable contagious illness is present in the facility; (d) the prevention of and response to food and allergic reactions; (e) emergency preparedness and response. A written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the program. The program will have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and will include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions. Such plan shall include assurance that no Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals; (f) the handling and appropriate disposal of bodily fluids and storage of hazardous materials (soiled clothing and bedding); (g) recognition and reporting of child abuse and neglect; (h) fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Program shall maintain documentation of the dates and times of these drills for two years; (i) provide to Parents a copy of the Program's written policies and procedures. It was determined based on an administrative review that the policy and procedure manual provided to parents did not include (g) recognition and reporting of child abuse and neglect.

**POI (Plan of Improvement)**

The Program will add the information.

**Correction Deadline: 6/24/2020**

<b>EX-HS-T Required Reporting (NCP)</b>	<b>Met</b>
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**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 safe sleep policies are necessary.

**Staff Records**

**Records Reviewed: 23**

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

Met

Met

Met

Met

Met

Met

Met

Met

Met

Met

Met

Met

Met

Met

Met

Met

Met

Met

Met

Met

Met

Met

Met

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

**Met**

**Comment**

Criminal record checks were observed to be complete. Discussed ensuring that the CBC are ported to the program through DECAL Koala.

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

Observed evidence of staff training in CPR and first aid on this date.

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

Observed initial orientation for all staff on this date. Ensure annual training is being obtained.

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

There were no children enrolled on this date. Proper ratios and classroom capacities were discussed with the director on this date and program is limiting enrollment due to Covid-19 as required.