

**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:** 9/3/2020**VisitType:** EX-Monitoring**Arrival:** 3:30PM**Departure:** 4:10PM**EX-42448 EXMT-8507 EX-1 - Government
Bulloch County Board of Commissioners - Portal
Afterschool**328 Grady Street South, Portal GA 30450 Bulloch
County
(912) 489-9058 jdeal@bullochrec.com**Mailing Address**

P.O. Box 408, GA 30459

Regional Consultant

Sarah Benton

Phone: (770) 357-5103

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sarah.benton@dec.state.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
9/3/2020	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		0	0	Y	
Gym	, Sixes	1	2	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 1

#Staff Count: 1

#Children Count: 2

Comments:

The administrative review was begun on September 2, 2020 and the virtual visit was completed on September 3, 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 as well as the Guidance to meet the Executive Order. Program stated that they were using the guidance and checklist.

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.state.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.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:** 9/3/2020**VisitType:** EX-Monitoring**Arrival:** 3:30PM**Departure:** 4:10PM**EX-42448 EXMT-8507 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**

Equipment and furniture observed to be properly secured, as applicable.

EX-HS-Q Swimming Pools & Water-related Activities (CS)**N/A****Comment**

Program does not provide swimming activities.

Children's Records**EX-HS-.C****Met****Comment**

EX-HS-.C(1) - Observed three of three children's records complete.

Correction Deadline: 9/3/2020**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 approval from the Department, local zoning authorities, fire safety agencies and local building authorities on this date.

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

Playground observed through a virtual visit. Observed mulch in the fall zones of the climbing equipment. Continue to monitor to ensure adequate available. Monitor for ant beds. Staff stated the playground was fenced.

Health and Hygiene

EX-HS-.U Diapering Areas & Practices (CS)	N/A
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Comment

No diapered children are enrolled.

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

Hand washing was not observed during the visit but proper hand washing rules were discussed. Program is utilizing the checklist to ensure compliance with the Executive order and is familiar with the CDC guidelines for health and safety during Covid-19.

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

Program has not administered medication this year. Observed sample forms and policy.

Policies and Procedures

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

There were no incidents or injuries that required reporting.

Safety

EX-HS-.S	Not Evaluated
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Comment

No field trips since school began.

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

Observed age-appropriate discipline policies on this date.

EX-HS-.R Transportation (CS)	Not Evaluated
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Comment

Program does not provide routine transportation.

Sleeping & Resting Equipment

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

No infants are enrolled.

Staff Records

Records Reviewed: 2	Records with Missing/Incomplete Components: 0
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Staff # 1	Met
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Date of Hire: 08/29/2019

Staff # 2	Met
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Date of Hire: 07/26/2019

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)**Met****Comment**

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

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

Observed training for all staff members on this date.

Staffing and Supervision

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

Adequate supervision observed on this date.