

**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:** 5/10/2021**VisitType:** EX-Monitoring**Arrival:** 3:30PM**Departure:** 4:30PM**EX-44628 EXMT-13204 EX-1 - Government
Camden County - St. Marys Elementary Extended
Day Program**600 Osborne Street, Saint Marys GA 31558
Camden County
(912) 882-7615 Idurbin@camden.k12.ga.us**Mailing Address**

311 South East Street, GA 31548

Regional Consultant

Sarah Benton

Phone: (770) 357-5103

Fax: (770) 357-5105

sarah.benton@dec.state.ga.gov

Joint with:

<u>Compliance Zone Designation</u>			<u>Prevention Action Category</u>	<u>Intermediate Action Category</u>	<u>Dismissal Action Category</u>
5/10/2021	EX-Monitoring	Prevention	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	N	
main room	, Fives, Sixes	3	13	Y	

Group Sizes Met? N

Total # Non-Care Staff Present: 1

#Staff Count: 3

#Children Count: 13

Comments:

The purpose of the visit was to complete a CAPS MV. The administrative review was started on May 10, 2021 and the virtual visit completed on May 10, 2021. Pictures of the playground were submitted on May 11, 2021. The program's WIFI was not available to view the program's playground.

Corrective Action Plan: Developed This Date



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. 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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VisitType: EX-Monitoring

Arrival: 3:30PM

Departure: 4:30PM

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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. Discussed the television. Program official stated it was strapped to the tv cart.

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)

Not Met

Comment

During the virtual visit, the program's WIFI connect was lost and the playground could not be observed. It was requested that the program submit pictures of areas of the playground for review.

Technical Assistance

EX-HS-.M(1) -The playground was not surrounded by a 4 foot fence. This program is located at a public school. The playground is adjacent to a parking lot. Suggested utilizing cones or other barriers to ensure safety and to provide a visual to children of approved play area.

Correction Deadline: 5/10/2021

Finding

EX-HS-.M(2) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on pictures submitted by the program that there was a lack of resilient surfacing in the fall zone of the swings when it measured less than 3 inches.

POI (Plan of Improvement)

The Program will add resilient material and monitor regularly to ensure the playground equipment is in good repair.

Correction Deadline: 5/20/2021

Finding

EX-HS-.M(3) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on pictures submitted by the program that hazards were present on the play area. Tree roots, exposed felt and netting were all observed in the play area and posed a tripping hazard.

POI (Plan of Improvement)

The Program will remove the exposed felt and netting and block off the tree roots from the children's access.

Correction Deadline: 5/10/2021

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 not observed but discussed. Program has procedures for Covid prevention.

EX-HS-.I Medications (CS)

Met

Comment

No medication dispensed this school year.

Policies and Procedures

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

Met

Comment

Observed the Program's written emergency plan on this date.

EX-HS-.T Required Reporting (NCP)

Not Evaluated

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

Staff # 1	Met
Staff # 2	Met
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met
Date of Hire: 07/26/2017	
Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Staff # 12	Met
Staff # 13	Met
Staff # 14	Met
Staff # 15	Met
Staff # 16	Met
Staff # 17	Met
Staff # 18	Met

Staff # 19	Met
Staff # 20	Met
Staff # 21	Met
Staff # 22	Met
Staff # 23	Met
Staff # 24	Met
Staff # 25	Met
Staff # 26	Met
Staff # 27	Met
Staff # 28	Met
Staff # 29	Met
Staff # 30	Met
Date of Hire: 12/27/1999	
Staff # 31	Met
Staff # 32	Met
Staff # 33	Met
Staff # 34	Met
Staff # 35	Met
Staff # 36	Met
Staff # 37	Met
Staff # 38	Met
Staff # 39	Met
Staff # 40	Met

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

Criminal record checks were observed to be complete for three of three staff assigned to this elementary site.

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

Program observed to maintain appropriate staff: child ratios.