



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: 6/8/2022

VisitType: EX-Monitoring

Arrival: 9:05AM

Departure: 10:05AM

EX-53008 EXMT-17739 EX-7 - Day camp
ServFirst Virtual Learning Academy

6045 Riverdale Rd, Atlanta GA 30349 Clayton
County
(770) 731-0839 servfirstinc@comcast.net

Mailing Address

Regional Consultant

Keia Cole

Phone: (678) 717-5146

Fax: (770) 342-7801

keia.cole@dec.al.ga.gov

Joint with:

Table with 4 columns: Compliance Zone Designation, Prevention Action Category, Intermediate Action Category, Dismissal Action Category. Rows include Prevention Level 1 (P1), Prevention Level 2 (P2), and Prevention Level 3 (P3) with corresponding actions like Technical Assistance, Citation, and Plan of Improvement.

Staff: Child Ratios

Table with 6 columns: Room Description, Age Groups, Staff Count, Children Count, State Ratio Met, Notes. Rows include Dining Hall, Lower School Room, and Upper School Room.

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 2

#Children Count: 3

Comments:

In-person CAPS monitoring visit conducted with Ms. Leah Smith, director, and Mr. Homer Thornton, executive director, on June 8, 2022. The Program is currently operating within the parameters set forth by the approval conditions under Category 7. Administrative Review completed on June 10, 2022.

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.

- 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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The following information is associated with a Exemption Monitoring:

Activities and Equipment

EX-HS-F Equipment & Toys (CS)

Not Met

Finding

EX-HS-F(2)(a-b) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on observation that the Art room had eight (8) electrical outlets exposed without plug covers. If misused by children, injury or harm could be imposed.

POI (Plan of Improvement)

The Program will add electrical outlet covers to all sockets in the Art room.

Correction Deadline: 6/18/2022

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

Met

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)

Not Met

Comment

Observed approval from the Department, local zoning authorities, fire safety agencies and local building authorities on this date.

Comment

Program appears clean and well maintained.

Finding

EX-HS-.L(3) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation of the Art room, Lower School room, and Fellowship Hall that adult scissors, staplers, a table sized paper cutter, and hand sanitizer were at reach and accessible to children. The Art room contained six (6) pair of adult scissors on the bookcase upon entering the room, one (1) stapler on the bookcase, one (1) stapler on the first table, a table sized paper cutter on the second table, and hand sanitizer on the first table accessible to children. The Fellowship Hall had numerous bottles of hand sanitizer on the right table in the rear of the room. The Lower School room contained two (2) staplers on the red bookcase in the middle of the room, of which were accessible to children. If these items were misused by children, injury or harm could be imposed.

POI (Plan of Improvement)

The Program will place a wall storage shelf high and out of reach of children in the Art room for material placement to reduce the risk of exposure to potential hazardous items. It was discussed that a table to be placed in the rear of the Fellowship Hall, along with teacher placement at that table, to reduce the accessibility of the inaccessible area in that room. It was discussed to store hand sanitizer out of reach of children in the Lower School room.

Correction Deadline: 6/17/2022

EX-HS-.M Playgrounds (CS)**Not Evaluated****Comment**

No equipment in the open play yard.

Comment

No playground provided

Comment

Open play yard not observed on this date due to inclement weather.

Health and Hygiene**EX-HS-.U Diapering Areas & Practices (CS)****Met****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)**Met****Comment**

Discussed proper medication documentation and procedures.

Comment

Observed medication stored inaccessible to children

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

Determined age-appropriate discipline is communicated to staff on this date.

Comment

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

Comment

Observed evidence of conducted on-site drills on this date.

Comment

Observed the Program's written emergency plan 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**

Determined age-appropriate discipline is communicated to staff on this date.

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)****Met****Comment**

No infants are enrolled.

Comment

No safe sleep policies are necessary.

Staff Records**Records Reviewed: 3****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Staff # 2

Met

Staff # 3

Met

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

Criminal record checks were observed to be complete for three (3) out of three (3) staff members.

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

Observed evidence of three (3) out of thee (3) staff trained in CPR and first aid on this date.

Comment

Observed additional annual training for three (3) out of three (3) staff members on this date.

Comment

Observed initial orientation for three (3) out of three (3) staff on this date.

Staffing and Supervision

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

Technical Assistance

Comment

Program observed to maintain appropriate staff: child ratios.

Technical Assistance

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. Ensure that children are always in eyesight by a teacher at all times, even during Department inspections. Children should never be left alone in any classroom.