

**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:** 3/17/2025**VisitType:** EX-Monitoring**Arrival:** 3:20PM**Departure:** 4:45PM**EX-43898 EXMT-6405 EX-1 - Government
DeKalb County Schools ASED - McLendon**3169 Hollywood Drive, Decatur GA 30033 DeKalb
County
(678) 676-5902
charles_ficklin@dekalbschoolsga.org**Mailing Address**

Same

Regional Consultant

Melissa Malone

Phone: (770) 359-5224

Fax: (770) 302-9130

melissa.malone@dec.state.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
3/17/2025	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	PreK, Fives, Six and older	0	25	Y	
Gym		0	0	Y	
Playground		0	0	Y	
Room 101		0	0	Y	
Room 201		0	0	Y	
Room 203		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 0

#Children Count: 25

Comments:

March 17, 2025, an in-person visit was conducted for the purpose of a CAPS Monitoring Visit. In addition, an administrative review was conducted on this date to review the required documents.

Corrective Action Plan: No Plan Developed



Please refer the website, <http://www.dec.state.ga.us/CCS/RuleAndRegulations.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 the GACAPS 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).

**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.us

(Findings Report)**Date:** 3/17/2025**VisitType:** EX-Monitoring**Arrival:** 3:20PM**Departure:** 4:45PM**EX-43898 EXMT-6405 EX-1 - Government
DeKalb County Schools ASEDP - McLendon**3169 Hollywood Drive, Decatur GA 30033 DeKalb
County
(678) 676-5902
charles_ficklin@dekalbschoolsga.org**Mailing Address**

Same

Regional Consultant

Melissa Malone

Phone: (770) 359-5224

Fax: (770) 302-9130

melissa.malone@dec.state.ga.us

Joint with:

The following information is associated with a Exemption Monitoring:**Activities and Equipment****EX-HS-.F Equipment & Toys (CS)****Met****Comment**

The 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****Technical Assistance****Technical Assistance**

EX-HS-.C(2) - The program will ensure a copy of immunization records is readily available for review. The immunization records are kept on site in the nurses office.

Exemptions**EX-HS-.X Exemption Requirements (NCP)****Met****Comment**

Observed compliance with the local fire safety agencies and local building authorities on this date. The Fire Inspection report was from November 29, 2023, updated March 19, 2024, therefore the Fire Inspection was noted to be within the 12 month time frame. The program was advised to contact C. W. to schedule the next Fire Inspection.

Facility**EX-HS-.L Physical Plant (NCP)****Met****Comment**

No hazards observed.

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

Playground observed to be clean and in good repair.

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 rules were discussed.

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

Comment

Medication is not dispensed

Policies and Procedures

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

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

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 infants are enrolled.

Staff Records

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

Comment

Nine of nine Criminal record checks were observed to be complete.

Finding

EX-HS-.W(1) When any child is present, there must be a staff member who is trained in pediatric CPR and first aid on the premises, on any field trip, or when transporting children. It was determined based on administrative review that 9 of 9 staff members did not complete Pediatric (Infant and Child) CPR and First Aid training as required.

POI (Plan of Improvement)

The program will develop a schedule to ensure there is always a staff person with current first aid and pediatric CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date. All staff training including CPR and First Aid will be reviewed on the follow up visit.

Correction Deadline: 4/16/2025

Finding

EX-HS-.P(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016, and staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on administrative review that 4 of 9 staff members did not produce evidence of Health and Safety training as required. Health and Safety training must be completed within the first 90 days of hire.

POI (Plan of Improvement)

The program will develop and implement a plan to schedule and track this training for all employees based on their hire dates. All staff training including Health and Safety will be reviewed during the follow up visit.

Correction Deadline: 4/16/2025

Finding

EX-HS-.P(4) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver personnel, except independent contractors, students-in-training, and volunteers, to attend ten (10) clock hours of training that is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university, vocational program, or other department-approved source. It was determined based on administrative review the program did not produce evidence of 10 hours of annual training as required.

POI (Plan of Improvement)

The program will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed. All staff training including annual training will be reviewed at the follow up visit.

Correction Deadline: 4/16/2025

Staffing and Supervision**Comment**

Program observed to maintain appropriate staff: child ratios.