

**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

(Cover Sheet)**Date:** 8/31/2026 **VisitType:** EX-CAPS-Monitoring**Arrival:** 2:30PM**Departure:** 5:55PM**EX-48540 EXMT-13960 EX-1 - Government
Marietta Community Schools - Dunleith
Elementary ASP/BSP**120 Saine Drive, SW, Marietta GA 30008 Cobb
County**Mailing Address****Exemption Unit Consultant**

Nilia Lalin

Phone: (470) 346-1768

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nilia.lalin@dec.state.ga.us

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
8/31/2026	EX-CAPS-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	, Six and older	1	10	Y	
Gym	, Fives, Six and older	1	20	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 2

#Children Count: 30

Comments:

The program was operating as approved by the exemption category.

Please refer to the Exemption page of the website, <https://www.decal.ga.gov/CCS/Exemptions.aspx> for information regarding 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

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the user id for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific standard number(s) that you are refuting, add the reason for disagreement regarding the standard citation, and upload supporting documentation.
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

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The following information is associated with a EX-CAPS-Monitoring:**Activities and Equipment****EX-HS-.A Activities****EX-HS-.A(1) - Activities & Teaching Methods Not Planned/Varied/Appropriate****Met**

EX-HS-.A(1): The program provided individual attention to each child as evidenced by playing with and talking to children.

EX-HS-.A(2)(a-c) - Individual attention/inadequate response to child's needs**Met**

EX-HS-.A(2)(a-c) - The program provided individual attention to each child as evidenced by playing with and talking to children.

EX-HS-.A(3) - Activities that are not detrimental**Met**

EX-HS-.A(3) - Activities were observed to be safe and age appropriate.

EX-HS-.F Equipment & Toys**EX-HS-.F(1)(a-b) - Equipment/Furniture/ Materials Not Safe/ Appropriate****Met**

EX-HS-.F(1)(a-b): Equipment and furniture observed to be properly secured, as applicable.

EX-HS-.F(2)(a-b) - Indoor Equipment/Furniture-hazardous/not clean**Met**

EX-HS-.F(2)(a-b): Equipment and furniture observed to be properly secured, as applicable.

EX-HS-.F(2)(c) - Indoor Equipment Placement-Unsafe/Restrict Movement**Met**

EX-HS-.F(2)(c): There was a discussion about the placement of indoor furniture and equipment to minimize the risk of incident or injury.

EX-HS-.F(2)(d) - Unsecured Indoor Equipment/Furniture**Met**

EX-HS-.F(2)(d): There was a discussion about ensuring equipment or furniture is secured to minimize the risk of injury or incident.

EX-HS-.Q Swimming Pools & Water-related Activities(CS)**EX-HS-.Q(1) - Swimming/Wading Pool Accessible To Children (CS)****Not Applicable**

EX-HS-.Q(1) - No swimming pools or water-related activities are provided.

EX-HS-Q(2)(a-b) - Inadequate Staff: Child Ratio-Water>2 Ft/No Swim test/ No Lifeguard (CS)	Not Applicable
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EX-HS-Q(2)(a-b): No swimming pools or water-related activities are provided.

EX-HS-Q(3) - Inadequate Staff: Child Ratio-Water< 2Ft (CS)	Not Applicable
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EX-HS-Q(3): No swimming pools or water-related activities are provided.

EX-HS-Q(4)(a-d) - No Additional Adult As Required	Not Applicable
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EX-HS-Q(4)(a-d): No swimming pools or water-related activities are provided.

EX-HS-Q(5) - No Local Pool Approvals	Not Applicable
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EX-HS-Q(5): No swimming pools or water-related activities are provided.

EX-HS-Q(6) - No Parental Permission for Swimming	Not Applicable
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EX-HS-Q(6): No swimming pools or water-related activities are provided.

Children's Records

EX-HS-.C Children's Records

EX-HS-.C(1)(a-f) - Enrollment Form Incomplete	Met
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EX-HS-.C(1)(a-f): Observed children's files as required.

EX-HS-.C(2) - Immunization Record-Incomplete	Met
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EX-HS-.C(2): Observed immunizations as required.

EX-HS-.C(3) - Documentation Of Incident-Incomplete	Met
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EX-HS-.C(3): The program has not had any incident that required reporting.

EX-HS-.C(4) - Transportation Records Not Available, Complete, or Maintained	Not Applicable
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EX-HS-.C(4): Program does not provide transportation.

EX-HS-.C(5) - Attendance Records Not Available, Complete, or Maintained	Met
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EX-HS-.C(5): Observed documentation of attendance records as required.

Exemptions

EX-HS-.W Exemption Requirements

EX-HS-.W(1) - Exemption Notice Not Posted	Met
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EX-HS-. W(1): Observed posted exemption letter and certificate.

EX-HS-.W(2) - No Parent Agreement	Met
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EX-HS-. W(2): Observed signed parent exemption noticed.

EX-HS-.W(3) - Operating outside conditions	Met
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EX-HS-. W(3): Program was operating as approved by the exemption.

EX-HS-.W(4) - Required Information Not Provided	Met
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EX-HS-. W(4): Current program information on file.

Facility

EX-HS-.B Bathrooms

EX-HS-.B(1) - Inadequate Number of Toilets/Sinks	Met
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EX-HS-.B(1): Bathrooms for school-age children observed adequate.

EX-HS-.B(2) - No Bathroom On Floor/Child Care Area	Met
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EX-HS-.B(2) - Bathrooms are located adjacent to childcare area and rooms.

EX-HS-.B(3) - School Age Program-Inadequate # Facilities	Met
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EX-HS-.B(3): Observed adequate bathrooms for school-age children.

EX-HS-.B(4) - Bathroom Supplies Missing/Cloth Towels Reused Between Laundering	Met
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EX-HS-.B(4) - Observed access to bathroom supplies.

EX-HS-.B(5) - Bathrooms Not Cleaned Daily	Met
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EX-HS-.B(5) - Bathrooms are cleaned daily.

EX-HS-.L Physical Plant(CS)

EX-HS-.L(1) - No Approval for Construction/Work Accessible	Met
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EX-HS-.L(1)- Discussed obtaining local approvals prior to construction.

EX-HS-.L(2) - Fire Safety No Certificate Of Occupancy	Met
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EX-HS-.L(2) - Observed fire inspection dated within 12 months.

EX-HS-.L(3) - Unsafe Storage Of Hazardous Items (CS)	Met
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EX-HS-.L(3) - No hazards observed accessible to children.

EX-HS-.L(4) - Clean, free of debris, free of repair	Met
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EX-HS-.L(4) -The program appears clean and well maintained.

EX-HS-.L(5) - Electrical Outlets not Covered	Met
EX-HS-.L(5) - Electrical outlets observed inaccessible.	
EX-HS-.L(6) - Heating and Cooling Equipment Accessible	Met
EX-HS-.L(6) - Heating and cooling equipment was observed to be inaccessible.	
EX-HS-.L(7) - No Operable Telephone	Met
EX-HS-.L(7) - An operable telephone and all related numbers posted were observed.	

EX-HS-.M Playgrounds(CS)

EX-HS-.M(1) - Not Adequately Fenced/Enclosed/ Hazardous/Gate Not Closed (CS)	Not Applicable
EX-HS-.M(1): Playground not provided.	
EX-HS-.M(2) - Equipment -Lacks Variety/Age Appropriate/Obstructs Supervision/Hazardous (CS)	Not Applicable
EX-HS-.M(2): Playground not provided.	
EX-HS-.M(3) - Inadequate Fall zones and surfacing (CS)	Not Applicable
EX-HS-.M(3): Playground not provided.	
EX-HS-.M(4) - Unclean/Litter/Hazards On Play Area (CS)	Not Applicable
EX-HS-.M(4): Playground not provided.	

Health and Hygiene

EX-HS-.U Diapering Areas & Practices(CS)

EX-HS-.U(1) - No Hand Washing Sink Adjacent/Flush Sink Used (CS)	Not Applicable
EX-HS-.U(1): No diapered children are enrolled in the program.	
EX-HS-.U(2) - Changing Surface Porous/No Guard or Rails/Not Smooth/Not Cleaned (CS)	Not Applicable
EX-HS-.U(2): No diapered children are enrolled in the program.	
EX-HS-.U(3) - Child Unattended on Diapering Area	Not Applicable
EX-HS-.U(3) - Child Unattended on Diapering Area Not Applicable EX-HS-.U(3): No diapered children are enrolled in the program.	
EX-HS-.U(4) - Diapering/Food Service In Same Area (CS)	Not Applicable
EX-HS-.U(4): No diapered children are enrolled in the program.	
EX-HS-.U(5) - Hazards Within Reach (CS)	Not Applicable

EX-HS-.U(5): No diapered children are enrolled in the program.

EX-HS-.U(6) - Soiled Diapers Accessible

Not Applicable

EX-HS-.U(5): No diapered children are enrolled in the program.

EX-HS-.H Hygiene

EX-HS-.H(1) - Children-No Handwashing

Technical Assistance

EX-HS-.H(1): Please use running water and liquid soap before and after snack.

EX-HS-.H(1)(a-f) - Children-No Handwashing (CS)

Technical Assistance

EX-HS-.H(1)(a-f): Please use running water and liquid soap before and after snack.

EX-HS-.H(2) - Staff-No Handwashing

Technical Assistance

EX-HS-.H(2): Please use running water and liquid soap before and after snack.

EX-HS-.H(2) (a-c) - Staff-No Handwashing (CS)

Technical Assistance

EX-HS-.H(2) (a-c): Please use running water and liquid soap before and after snack.

EX-HS-.I Medications(CS)

EX-HS-.I(1) - No/Incomplete Parental Authorization; Incorrectly Dispensed (CS)

Not Applicable

EX-HS-.I(1): The program does not dispense medications. Discussed obtaining written authorization from the child's physician, and/or parent, in order to dispense prescription or non-prescription medications.

EX-HS-.I(2) - Incomplete Dispensing Record (CS)

Not Applicable

EX-HS-.I(2): The program did not dispense medications.

EX-HS-.I(3) - Medication Accessible To Children/Not Refrigerated (CS)

Not Applicable

EX-HS-.I(3): The program did not dispense medications.

Policies and Procedures

EX-HS-.J Operational Policies & Procedures

EX-HS-.J(1)(a-m) - Incomplete Policies and Procedures

Met

EX-HS-.J1(a-m): Observed evidence of complete written policies and procedures.

EX-HS-.J(2) - Not Conducting Emergency Drills

Met

EX-HS-.J(2): Observed written evidence of emergency drills conducted within the program on this date.

EX-HS-.J(3) - P & P Not Provided To Parents

Met

EX-HS-.J(3): Program had written policies and provided a copy to parents as required.

EX-HS-.T Required Reporting**EX-HS-.T(1) - Child Abuse Not Reported****Met**

EX-HS-.T(1) The program has not had any incident that required reporting.

EX-HS-.T(2) - Communicable Disease Not Reported**Met**

EX-HS-.T(2) The program has not had any incident that required reporting.

EX-HS-.T(3) - Serious Incident Not Reported To Department**Met**

EX-HS-.T(3) The program has not had any incident that required reporting.

EX-HS-.T(3)(a) - Records Not Available**Met**

EX-HS-.T(3)(a): The program has not had any incident that required reporting.

EX-HS-.T(4) - Criminal Record Not Reported**Met**

EX-HS-.T(4): There were no changes in criminal record information that were required to be reported.

Safety

EX-HS-.E Discipline(CS)**EX-HS-.E(1) - Discipline Detrimental (CS)****Met**

EX-HS-.E(1): Observed appropriate discipline on this date.

EX-HS-.E(2)(a-m) - Inappropriate Disciplinary Actions (CS)**Met**

EX-HS-.E(2)(a-m): Observed appropriate staff and child interactions.

EX-HS-.E(2)(a-n) - Inappropriate Disciplinary Actions (CS)**Met**

EX-HS-.E(2)(a-n): Observed appropriate staff and child interactions.

EX-HS-.S Field Trips**EX-HS-.S(1) - No/Incomplete Parental Permission****Not Applicable**

EX-HS-.S(1): The program does not provide field trips.

EX-HS-.S(2) - Participant List Not Complete/Taken**Not Applicable**

EX-HS-.S(2): The program does not provide field trips.

EX-HS-.S(3) - Emergency Med Info Forms Missing Info /Not At Program/Not On Trip**Not Applicable**

EX-HS-.S(3): The program does not provide field trips.

EX-HS-.R Transportation(CS)**EX-HS-.R(1)(a) - No Annual Vehicle Safety Check****Not Applicable**

The program does not provide transportation.

EX-HS-.R(1)(b) - Vehicle Interior Not Clean**Not Applicable**

The program does not provide transportation.

EX-HS-.R(1)(c) - Child Passenger Restraints (CS)**Not Applicable**

The program does not provide transportation.

EX-HS-.R(1)(d) - Vehicle Exceeds Seating Capacity**Not Applicable**

The program does not provide transportation.

EX-HS-.R(1)(e) - Vehicle Seats Not Secured**Not Applicable**

The program does not provide transportation.

EX-HS-.R(1)(f) - No Fire Extinguisher on Vehicle**Not Applicable**

The program does not provide transportation.

EX-HS-.R(2) - Driver not 18 or no valid license**Not Applicable**

The program does not provide transportation.

EX-HS-.R(3) - Additional Staff Requirements (CS)**Not Applicable**

The program does not provide transportation.

EX-HS-.R(4) - Additional Staff Requirements (CS)**Not Applicable**

The program does not provide transportation.

EX-HS-.R(4)(a) - Staffing Requirements - more than 36 children <5 years not met**Not Applicable**

The program does not provide transportation.

EX-HS-.R(4)(b) - Staffing Requirements - more than 36 children >5 years not met (CS)**Not Applicable**

The program does not provide transportation.

EX-HS-.R(5) - No Parental authorization**Not Applicable**

The program does not provide transportation.

EX-HS-.R(5)(a) - Staffing Requirements - more than 36 children <5 years**Not Applicable**

The program does not provide transportation.

EX-HS-.R(5)(b) - Staffing Requirements - more than 36 children >5 years	Not Applicable
The program does not provide transportation.	
EX-HS-.R(6) - Parental Authorization	Not Applicable
The program does not provide transportation.	
EX-HS-.R(6)(a) - No Program and Passenger Information (CS)	Not Applicable
The program does not provide transportation.	
EX-HS-.R(6)(b) - No Emergency Medical Information (CS)	Not Applicable
The program does not provide transportation.	
EX-HS-.R(6)(c) - Passenger Transportation Checklist not Department approved or None (CS)	Not Applicable
The program does not provide transportation.	
EX-HS-.R(6)(c)1. - Transportation Checklist Names Not Included (CS)	Not Applicable
The program does not provide transportation.	
EX-HS-.R(6)(c)2. - Load/Unload Not Accounted For (CS)	Not Applicable
The program does not provide transportation.	
EX-HS-.R(6)(c)3.(i-ii) - No Departure/Arrival Time (CS)	Not Applicable
The program does not provide transportation.	
EX-HS-.R(6)(c)4.(i-ii) - Did Not Give Completed Transportation Checklist to Director or Director's Designee (CS)	Not Applicable
The program does not provide transportation.	
EX-HS-.R(6)(c)5. - Transportation Checklist Not Maintained 3 Years	Not Applicable
The program does not provide transportation.	
EX-HS-.R(6)(c)6. - Not Checking the Vehicle as Required (CS)	Not Applicable
The program does not provide transportation.	
EX-HS-.R(6)(c)7.(i-iii) - No Responsible Person checked vehicle - 1st Check (CS)	Not Applicable
The program does not provide transportation.	
EX-HS-.R(6)(c)7.(iv) - No Responsible Person checked vehicle - 2nd Check (CS)	Not Applicable

The program does not provide transportation.

EX-HS-.R(6)(c)7.(v) - No Documentation of Check When Second Person Not Available (CS)	Not Applicable
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The program does not provide transportation.

EX-HS-.R(7) - Child Unattended on Vehicle (CS)	Not Applicable
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The program does not provide transportation.

EX-HS-.R(7)(6) - Checking the Vehicle	Not Applicable
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The program does not provide transportation.

EX-HS-.R(7)(a) - Program and Passenger Information (CS)	Not Applicable
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The program does not provide transportation.

EX-HS-.R(7)(b) - Emergency Medical Information (CS)	Not Applicable
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The program does not provide transportation.

EX-HS-.R(7)(c) - Passenger Transportation Checklist not Department approved or None (CS)	Not Applicable
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The program does not provide transportation.

EX-HS-.R(7)(c)1. - Transportation Checklist Names (CS)	Not Applicable
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The program does not provide transportation.

EX-HS-.R(7)(c)2. - Load/Unload Accounted For (CS)	Not Applicable
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The program does not provide transportation.

EX-HS-.R(7)(c)3(a-b) - Departure/Arrival Time (CS)	Not Applicable
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The program does not provide transportation.

EX-HS-.R(7)(c)4(a-b) - Gave Completed Transportation Checklist to Director or Director's Designee (CS)	Not Applicable
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EX-HS-.R(1)(a): The program does not provide transportation.

EX-HS-.R(7)(c)5 - Transportation Checklist Maintained	Not Applicable
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The program does not provide transportation.

EX-HS-.R(7)(d)1(i-iv) - Responsible Person checked vehicle - 1st Check (CS)	Not Applicable
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The program does not provide transportation.

EX-HS-.R(7)(d)2. - Responsible Person checked vehicle - 2nd Check(CS)	Not Applicable
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The program does not provide transportation.

EX-HS-.R(7)(d)3. - No Second Person Available (CS)	Not Applicable
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The program does not provide transportation.

EX-HS-.R(8) - Child Not Unattended on Vehicle (CS)	Not Applicable
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The program does not provide transportation.

EX-HS-.R(9) - No Emergency Transportation Available	Not Applicable
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The program does not provide transportation.

Sleeping & Resting Equipment

EX-HS-.V Safe Sleeping and Resting Requirements(CS)

EX-HS-.V(1) - Crib does not meet safety standards (CS)	Not Applicable
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EX-HS-.V(1): No infants enrolled in the program.

Staff Records

Records Reviewed:

#Error

Date of Hire: 08/03/2026

"Missing/Incomplete Components"

EX-HS-.D-Criminal Records Check Missing

Records with Missing/Incomplete Components: 1

Not Met

Reminder - Health & Safety training is required within 90 calendar days of hired

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

EX-HS-.D(1)(a)1. - No Application/ Fingerprints Submitted	Met
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EX-HS-.D(1)(a)1.: All staff members had a Comprehensive Criminal Records Check at the time of the visit.

EX-HS-.D(10) - Recheck Not Obtained as Required	Met
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EX-HS-.D(10): No Comprehensive Record recheck required.

EX-HS-.D(2) - Director/Employee No CRC (CS)	Not Met
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EX-HS-.D(2) requires the program to ensure that every Director and Employee has a current and valid satisfactory Comprehensive Records Check Determination on file prior to being present at the program while any child is present for care or before an individual age 17 or older resides in the program. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Director or Employee has had a lapse of employment from the child care industry that lasted for 180 days (six (6) months) or longer, a new satisfactory Comprehensive Records Check Determination is required. "Comprehensive Records Check Determination" means a satisfactory or unsatisfactory determination by the Department, based upon a Federal Bureau of Investigation fingerprint based criminal record check, a search of appropriate sex offender registries, repositories, or data bases, compliance with relevant state and federal law, and a search of the following registries, repositories or databases in the state where the actual or potential employee or director resides and in each state where such individual resided during the preceding five years: criminal registry or repository; state sex offender registry or repository; and state based child abuse and neglect registry and database. Comprehensive Records Check Determinations expire after five years from the fingerprint date, which appears in the first paragraph of the records check determination letter as the "based on information received" date. A program must obtain a new records check determination letter after any six month break in service regardless of the expiration date. All records check determination letters are portable to other facilities during the first year, and may be ported to as many locations as needed. It was determined that staff number # 3, hired August 3, 2026, observed in the cafeteria engaging in arts and crafts with the children did not have a Comprehensive Criminal Records Check on file.

POI (Plan of Improvement)

The program will obtain the missing CRC Determination letters and will ensure that every Director and Employee has a valid and current satisfactory Comprehensive Records Check Determination letter on file prior to being present at the program.

Correction Deadline: 9/1/2026

EX-HS-.D(3)(a) - Provisional Employee No CRC (CS)	Met
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EX-HS-.D(3)(a): The program does not have provisional employees.

EX-HS-.D(4) - Person with Unsat Present (CS)	Technical Assistance
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EX-HS-.D(4): No person with an Unsatisfactory Comprehensive Record Check present.

EX-HS-.D(5) - Valid Evidence Fingerprint Check Not Maintained	Met
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EX-HS-.D(5): Program maintained evidence of fingerprints check.

EX-HS-.D(6) - Valid Evidence Comprehensive Check Not Maintained	Met
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EX-HS-.D(6): Program maintained evidence of satisfactory Comprehensive Record Check Determination.

EX-HS-.D(7) - Failure to Request Out of State Information	Met
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EX-HS-.D(7): Program did not have to request child abuse and neglect registry information and criminal history documents from any U.S. state, territory or tribal land other than Georgia.

EX-HS-.D(8) - Employee - Satisfactory Comprehensive Records Check Determination Not Ported	Met
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EX-HS-.D(8): Program did not have to port over Comprehensive Record Check.

EX-HS-.D(9) - Student-in-Training Records Check Not Ported	Met
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EX-HS-.D(9): No student in training at the program.

EX-HS-.G First Aid & CPR(CS)

EX-HS-.G(1)(a-b) - CPR/First Aid Training Not Obtained	Met
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EX-HS.G(1)(a-b): Observed evidence of staff training in pediatric CPR and pediatric first aid on this date.

EX-HS-.G(2)(a) - Staffing Requirements - 50% Not Certified in FA/CPR	Met
EX-HS.G(2)(a): 50% of staff observed trained in pediatric CPR and pediatric first aid as required	
EX-HS-.G(2)(a-d) - Staff certification	Met
EX-HS-.G(2)(a-d): Observed evidence of staff training in pediatric CPR and pediatric first aid on this date. EX-	
EX-HS-.G(2)(b) - Staffing Requirements - No one in classroom FA/CPR trained (CS)	Met
EX-HS.G(2)(b): Observed evidence of staff training in pediatric CPR and pediatric first aid on this date.	
EX-HS-.G(2)(c) - Staffing Requirements - No Person FA/CPR Trained for Transportation/Field Trip	Met
EX-HS-.G(2)(c): The program does not provide transportation.	
EX-HS-.G(2)(d) - Staffing Requirements - Director Not Trained FA/CPR	Met
EX-HS-.G(2)(d): New Director within the 45 days window to obtain certification.	
EX-HS-.G(3) - Missing First Aid Supplies	Technical Assistance
EX-HS.G(3): Please make sure that the first aid kit includes all required items.	
<u>EX-HS-.K Personnel Records</u>	
EX-HS-.K(1)(a-c) - Personnel Records Not Complete	Met
EX-HS-.K(1)(a-c): Observed personnel records to be maintained.	
<u>EX-HS-.N Staff Requirements(CS)</u>	
EX-HS-.N(1) - No Program Director/Person in Charge	Met
EX-HS-.N(1): Observed a director or person responsible for overall supervision of the program.	
EX-HS-.N(2) - Not Compliant with Applicable Laws (CS)	Met
EX-HS-.N(2): Observed evidence of satisfactory Comprehensive Record Check Determination on all staff members.	
EX-HS-.N(3) - Not Able to Adequately Perform Job Duties	Met
EX-HS-.N(3): Staff were observed to be able to provide adequate care and supervision to children.	
<u>EX-HS-.P Staff Training</u>	
EX-HS-.P(1) - Employee Orientation-None	Technical Assistance
EX-HS.P(1): Program orientation observed complete.	
EX-HS-.P(2)(a-n) - Employee Orientation-Incomplete	Met

EX-HS-.P(2)(a-n): Observed initial orientation subjects completed.

EX-HS-.P(3)(a-k) - Staff Health/Safety Training-none/not timely/incomplete	Met
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EX-HS-.P(3)(a-k): Observed health and safety training as required.

EX-HS-.P(4)(a)-(b)1.-3. - Annual Ongoing Training - Incomplete	Met
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EX-HS-.P(4)(a)-(b)1.-3.: Discussed annual training requirements.

EX-HS-.P(5) - Documentation of Training	Met
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EX-HS-.P(5): Please ensure to document all completed training for all staff.

Staffing and Supervision

<u>EX-HS-.O Staff:Child Ratios and Supervision(CS)</u>

EX-HS-.O(1) - Inadequate Ratios/Maximum Group Size Exceeded (CS)	Met
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EX-HS-.O(1): Appropriate staff child ratios observed on this date.

EX-HS-.O(2) - Inadequate Ratio-Mixed Age Grouping (CS)	Met
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EX-HS-.O(2): Appropriate ratios maintained.

EX-HS-.O(3) - Lack Of Supervision (CS)	Met
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EX-HS-.O(3): Discussed supervision policies. Please ensure staff are always providing watchful oversight at all times.