

**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:** 10/29/2024**VisitType:** EX-Monitoring**Arrival:** 2:20PM**Departure:** 4:15PM**EX-56457 EXMT-20129 EX-1 - Government
Gwinnett County Board of Commissioners-
Rockbridge Elementary Afterschool Program**6066 Rockbridge School Rd, Norcross GA 30093
Gwinnett County
(678) 277-0927 tania.ballou@gwinnettcountry.com**Mailing Address**

Same

Regional Consultant

Sherri Thompson

Phone: (770) 357-7038

Fax: (770) 357-7037

sherri.thompson@dec.al.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
10/29/2024	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 (Level1 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
B-2 Classroom	, Six and older	4	13	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 4

#Children Count: 13

Comments:

The purpose of today's visit was to conduct a CAPS monitoring visit. The program was found to be in compliance with their exemption category.

Corrective Action Plan:No Plan Developed

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. 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).

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(Findings Report)**Date:** 10/29/2024**VisitType:** EX-Monitoring**Arrival:** 2:20PM**Departure:** 4:15PM**EX-56457 EXMT-20129 EX-1 - Government
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The following information is associated with a Exemption Monitoring:**Activities and Equipment****EX-HS-.A****Met****Comment**

EX-HS-.A(1) - Activities for children were planned and scheduled on the date of the visit.

EX-HS-.F Equipment & Toys (CS)**Met****Comment**

A variety of equipment and toys were observed throughout the Program.

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) - A sample of three children's records were observed complete.

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

EX-HS-.X(1) - Required posted notices were observed.

Facility**EX-HS-.B****Met****Comment**

EX-HS-.B(5) - Bathrooms were observed clean and well stocked with required items.

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

No hazards observed accessible to children on this date.

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

Discussed maintenance of resilient surface. Surfacing was adequate on the date of the visit.

Health and Hygiene

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

N/A

Comment

There were no children enrolled in the program on this date that require diapering.

EX-HS-.H Hygiene (NCP)

Met

Comment

Staff were observed to remind children to wash hands.

EX-HS-.I Medications (CS)

Met

Comment

Medication is not dispensed at the time of the visit.

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-.K

Met

Comment

EX-HS-.K(1) - Staff records were maintained on site.

EX-HS-.N

Met

Comment

EX-HS-.N(1) - Person in charge of the program was present at the time of the visit.

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

Criminal record checks were observed to be complete.

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

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

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

Observed required training for all staff members on this date.

Staffing and Supervision

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

Program observed to maintain appropriate staff: child ratios.