

**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:** 8/26/2025**VisitType:** EX-CAPS-Monitoring**Arrival:** 2:45PM**Departure:** 4:45PM**EX-54634 EXMT-18717 EX-1 - Government
Gwinnett County Board of Commissioners-Britt
Elementary Afterschool Program**2503 Skyland Dr SW, Snellville GA 30078 Gwinnett
County
(678) 277-0927 tania.ballou@gwinnettcountry.com**Mailing Address**

Same

Exemption Unit Consultant

Sherri Thompson

Phone: (770) 357-7038

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sherri.thompson@dec.state.ga.us

Joint with:

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
8/26/2025	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 (Level1 or 2)	
			Plan of Improvement		
			Prevention Level 3 (P3)	Intermediate Level 3 (I3)	

Comments:

The program was in compliance with their designated exemption category on the date of the visit,

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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(Summary Report)**Date:** 8/26/2025**VisitType:** EX-CAPS-Monitoring**Arrival:** 2:45PM**Departure:** 4:45PM**EX-54634 EXMT-18717 EX-1 - Government
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The following information is associated with a EX-CAPS-Monitoring:**Activities and Equipment****EX-HS-.A Activities****Met****Comment**

EX-HS-.A(1) - A daily planned program verified

EX-HS-.F Equipment & Toys**Met****Comment**

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

EX-HS-.Q Swimming Pools & Water-related Activities(CS)**N/A****Comment**

EX-HS-.Q - No Swimming Activities Provided

Children's Records**EX-HS-.C Children's Records****Technical Assistance****Technical Assistance**

EX-HS-.C(2) - Please ensure each child has a copy of their immunization record in their file.

Exemptions**EX-HS-.X Exemption Requirements****Met****Comment**

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

Comment

EX-HS-.X(2) - EX-HS-.X(2) - Required notice to parent regarding exempt program was observed in a sample of 3 out of 32 children's records,

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

EX-HS-.B(1) - Flush toilet and handwashing sink with running water observed.

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

EX-HS-.L(3) - Observation-No Hazards Accessible

EX-HS-.M Playgrounds(CS)

N/A

Comment

EX-HS-.M - No Playground

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

N/A

Comment

EX-HS-.U - No diapered children enrolled

EX-HS-.H Hygiene

Met

Comment

EX-HS-.H(1)(a-f) - EX-HS-.H(1)(a-f) - Proper children's hand washing was observed on the date of the visit.

Comment

EX-HS-.H(2) (a-c) - EX-HS-.H(2)(a-c) - Staff hand washing procedures were discussed on the date of the visit.

EX-HS-.I Medications(CS)

Met

Comment

EX-HS-.I(1) - Discussed medication documentation. No medication present on the date of the visit.

Policies and Procedures**EX-HS-.J Operational Policies & Procedures**

Met

Comment

EX-HS-.J - written emergency plan observed

EX-HS-.T Required Reporting

Met

Comment

EX-HS-.T - No incidents/injuries requiring reporting

Safety**EX-HS-.E Discipline(CS)**

Met

Comment

EX-HS-.E(1) - Observed-Discussion/Redirection

EX-HS-.S Field Trips

N/A

Comment

EX-HS-.S - No field trips

EX-HS-.R Transportation(CS)

N/A

Comment

EX-HS-.R - No Routine Transportation Provided

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

N/A

Comment

EX-HS-.V - No infants enrolled

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

Met

Comment

EX-HS-.D(1) - Evidence of satisfactory Comprehensive Records Check Determination letters

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

Met

Comment

EX-HS-.G(2)(a-d) - EX-HS-.G(2)(a-d) - Staff CPR and First Aid certification was observed for all staff on the date of the visit.

EX-HS-.K Personnel Records**Met****Comment**

EX-HS-.K(1)(a-c) - EX-HS-.K(1)(a-c) - Staff records were observed complete on the date of the visit.

EX-HS-.N Staff Requirements**Met****Comment**

EX-HS-.N(1) - EX-HS-.N(1) - An individual who was in charge of the program was present on the date of the visit.

EX-HS-.P Staff Training**Met****Comment**

EX-HS-.P(5) - EX-HS-.P(5) - Required training was observed in staff records on the date of the visit. Required annual training hours were reviewed with the individual in charge of the program on the date of the visit.

Staffing and Supervision

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

EX-HS-.O(1) - Observed-Appropriate Staff: Child Ratios

Comment

EX-HS-.O(3) - Observed-Adequate Supervision