

**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:** 5/16/2024**VisitType:** EX-Monitoring**Arrival:** 2:15PM**Departure:** 4:15PM**EX-42917 EXMT-4861 EX-1 - Government
North Douglas Elementary (Douglas County
School ASP)**1630 Dorris Road, Douglasville GA 30134 Douglas
County
(770) 651-4842 jami.williams@dcssga.org**Mailing Address**

Same

Regional Consultant

Nilia Lalin

Phone: (770) 405-7929

Fax: (404) 591-4949

nilia.lalin@dec.state.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
5/16/2024	EX-Monitoring	Intermediate	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
107		0	0	Y	
117		0	0	Y	
Cafeteria	, Six and older	1	14	Y	
Gym		0	0	Y	
Playground	, Six and older	1	17	Y	
Room A		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 2

#Children Count: 31

Comments:

The Specialist met with Ms. Williams, program director, on May 16, 2024, for the purpose of completing a CAPS Monitoring Visit.

Corrective Action Plan: Developed This Date



Please refer the website, <http://www.dec.state.ga.us/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:** 5/16/2024**VisitType:** EX-Monitoring**Arrival:** 2:15PM**Departure:** 4:15PM**EX-42917 EXMT-4861 EX-1 - Government
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The following information is associated with a Exemption Monitoring:**Activities and Equipment****EX-HS-.A****Met****Comment**

Observed developmentally appropriate activities provided to children on this date.

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

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****Met****Comment**

Observed children's records to be complete, including attendance and parent acknowledgment form. The provider had access to children's immunizations.

Exemptions**EX-HS-.X Exemption Requirements (NCP)****Not Met****Finding**

EX-HS-.X(4) requires the program to comply with local, regional, and state health department, fire marshal, fire prevention, and building/zoning guidelines. It was determined based on review of records that the program did not submit a fire inspection report for review.

POI (Plan of Improvement)

The program will comply with the fire marshal guidelines and submit a fire inspection report to this department during the next monitoring visit.

Correction Deadline: 5/16/2024**Facility**

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

No hazards observed accessible to children on this date.

Comment

Program appears clean and well maintained.

EX-HS-.M Playgrounds (CS)**Not Met****Finding**

EX-HS-.M(2) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that the two of four blue sliding boards had cracks that posed a potential entrapment hazard for children.

POI (Plan of Improvement)

The Program will not allow the children to use the sliding board, and will repair or replace the cracked sliding boards before allowing children to use them.

Correction Deadline: 5/26/2024

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

There were no children enrolled in the program on this date. Proper diaper facilities were observed with warm running water and proper ventilation.

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**

Documentation for medication dispensing observed complete, including parent authorization.

Policies and Procedures

Finding

EX-HS-.J(1)(a-i) requires the Program to establish and implement written policies and procedures that describe the Program's operations as follows: (a) the exclusion of children with contagious illness; (b) notification of parents in the event their child becomes ill while at the facility; (c) the notification of all parents of enrolled children when a reportable contagious illness is present in the facility; (d) the prevention of and response to food and allergic reactions; (e) emergency preparedness and response. A written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the program. The program will have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and will include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions. Such plan shall include assurance that no Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals; (f) the handling and appropriate disposal of bodily fluids and storage of hazardous materials (soiled clothing and bedding); (g) recognition and reporting of child abuse and neglect; (h) fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Program shall maintain documentation of the dates and times of these drills for two years; (i) provide to Parents a copy of the Program's written policies and procedures. It was determined based on review of documentation that the fire drills were not conducted monthly, as required.

POI (Plan of Improvement)

The Program will conduct monthly fire drills and will submit documentation for review during the next monitoring visit.

Correction Deadline: 5/20/2024

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)**

N/A

Comment

No infants are enrolled.

Staff Records

EX-HS-.D Criminal Records and Comprehensive Background Checks (CS)**Not Met****Finding**

EX-HS-.D(1) requires every staff member with direct care responsibilities must have a Satisfactory Criminal Records Check Determination before the individual is present at the program while any child is present for care. It was determined based on review of records that one out of staff members had an expired DECAL Criminal Records Check while children were present for care.

POI (Plan of Improvement)

The Program will ensure that staff members with an expired DECAL Criminal Records Check complete the process of obtaining a redetermination before the individual is present at the program while any child is present for care. The program director stated that that staff will get fingerprinted on May 17, 2024.

Correction Deadline: 5/16/2024

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

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

EX-HS-.P Staff Training (NCP)**Not Met****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 which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on review of records that one out of five employees did not complete 10 hours of ongoing training.

POI (Plan of Improvement)

The Program will ensure that all employees complete 10 hours of ongoing annual training. The specialist will review training during the next monitoring visit.

Correction Deadline: 6/15/2024

Staffing and Supervision

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

Adequate supervision observed on this date.