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.decal.ga.gov

(Cover Sheet)

Date: 9/27/2023 **VisitType:** EX-Monitoring **Arrival:** 3:00PM **Departure:** 4:50PM

EX-43913 EXMT-6420 EX-1 - Government
DeKalb County Schools ASEDP - Sagamore Hills

1865 Alderbrook Road NE, Atlanta GA 30345
DeKalb County
(678) 874-7502 Deborah_Moore-Sanders@dekalbschoolsga.org

Mailing Address

Same

Regional Consultant

Melissa Malone

Phone: (770) 359-5224
Fax: (770) 302-9130
melissa.mcfarlin@decal.ga.gov

Joint with:

Compliance Zone Designation		
9/27/2023	EX-Monitoring	NA

Prevention Action Category	IntermediateAction Category	Dismissal Action Category
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
Art Room 21		0	0	Y	
Cafe		0	0	Y	
Computer Lab		0	0	Y	
Gym		0	0	Y	
Playground		0	0	Y	
Room 16		0	0	Y	
Room 3	, Fives, Six and older	2	24	Y	
Room 4	, Six and older	2	30	Y	
Room 5	, Six and older	2	34	Y	
Room 6	PreK	2	10	Y	

Group Sizes Met? Y Total # Non-Care Staff Present: 0 #Staff Count: 8 #Children Count: 98

Comments:
On September 27, 2023, a virtual visit was conducted for the purpose of a Monitoring Visit. In addition, an administrative review was conducted on this date to review required documents.

Corrective Action Plan:No Plan Developed

Please refer the website, http://www.decal.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@decal.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)

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Joint with:

The following information is associated with a Exemption Monitoring:

Activities and Equipment

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.

Exemptions

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

Finding
The program could not provide evidence of compliance with the local zoning authorities, fire safety agencies and local building authorities on this date.

Correction Deadline: 10/4/2023

Facility

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

Comment
A sink exploded in the boys bathroom. The program and school is taking measures to ensure the children's safety while using the restroom.

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

Comment
Discussed maintenance of resilient surface. Please fluff and redistribute.

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
Observed the Program's written emergency plan on this date.

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
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 administrative review that twelve (12) of eighteen (18) criminal records check were observed to be complete. Six (6) staff members did not complete a criminal records check.

POI (Plan of Improvement)
The Program will ensure all staff members complete a criminal records check prior to working with children in the playground.

Correction Deadline: 9/27/2023

EX-HS-.W First Aid & CPR (NCP) **Not Met**

Finding
EX-HS-.W(1) requires Program Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Program shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on administrative review that eighteen of eighteen staff members did not have CPR and First Aid.

POI (Plan of Improvement)
The Program will ensure CPR and First Aid training is completed as required.

Correction Deadline: 10/27/2023

EX-HS-.P Staff Training (NCP) **Not Met**

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 that thirteen of sixteen staff members did not complete Health and Safety training within the first 90 days of the hire date.

POI (Plan of Improvement)
The Program will ensure the Health and Safety training is completed as required.

Correction Deadline: 10/27/2023

Staffing and Supervision

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

Comment
Adequate supervision observed on this date.