

**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:** 4/26/2022**VisitType:** EX-Monitoring**Arrival:** 2:30PM**Departure:** 3:45PM**EX-48710 EXMT-14132 EX-1 - Government
Gordon County Schools - Fairmount Elementary**130 Peachtree Street, Fairmount GA 30139 Gordon
County
(706) 629-9547 sgilbert@gcbe.org**Mailing Address**

P.O.Box 12001, GA 30703

Regional Consultant

Nilia Lalin

Phone: (770) 405-7929

Fax: (404) 591-4949

nilia.lalin@dec.state.ga.us

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
4/26/2022	EX-Monitoring	Prevention	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 (room 35)	, Sixes	1	20	Y	
Gym (room 63)		0	0	Y	
Risley Computer Lab (room 28)	, Sixes	1	13	Y	
Room 28		0	0	Y	
Room 37	, Fives, Sixes	1	16	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 3

#Children Count: 49

Comments:

On April 26, 2022, an in-person visit was conducted at the facility for the purpose of CAPS Monitoring. On May 4, 2022, an administrative review was completed to review required documents.

Corrective Action Plan: No Plan Developed

Please refer the website, <http://www.dec.state.ga.us/CCS/RuleAndRegulations.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 Maximus or the CAPS 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).

Director/Person-in-charge Signature_____

Printed Name_____ Date_____

Specialist Signature_____ Date_____

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(Summary Report)**Date:** 4/26/2022**VisitType:** EX-Monitoring**Arrival:** 2:30PM**Departure:** 3:45PM**EX-48710 EXMT-14132 EX-1 - Government
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The following information is associated with a Exemption Monitoring:**Activities and Equipment****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****Not Met****Finding**

EX-HS-.C(1) requires the Program to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on review of records that three out of three children's records did not contain child's address, living arrangement, names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental or developmental disabilities which limit the child's participation in the program.

POI (Plan of Improvement)

The Program will maintain a complete file for each child enroll in the program and submit to the department when requested.

Correction Deadline: 5/4/2022**Exemptions**

Comment

Observed compliance with the local zoning authorities, fire safety agencies and local building authorities on this date.

Finding

EX-HS-.X(1) requires a program granted an exemption to post in a prominent place near the front entrance of the facility both a copy of the exemption approval letter issued by the department and a notice provided by the department that will notify a parent or guardian that the program is not licensed and is not required to be licensed by the state. It was determined based on observation that the Exemption Letter and Certificate were not posted at the program.

POI (Plan of Improvement)

The Program will post the Exemption Letter and Certificate near the program's front entrance.

Correction Deadline: 5/4/2022

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

Met

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

EX-HS-.M Playgrounds (CS)

Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute mulch under fall zones and swings.

Comment

Playground observed to be clean and in good repair.

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

N/A

Comment

No diapered children are enrolled.

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

There were no children enrolled on this date. Proper hand washing of children and staff was discussed with the director on this date.

EX-HS-.I Medications (CS)

Met

Comment

Medication is not dispensed

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.

Comment

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

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)**

Met

Comment

No infants are enrolled.

Staff Records**Records Reviewed: 5****Records with Missing/Incomplete Components: 1**

Staff # 1

Not Met

Date of Hire: 08/09/2021

"Missing/Incomplete Components"

EX-HS-.P(3)-Health and Safety Training

Staff # 2

Met

Date of Hire: 08/03/2017

Staff # 3

Met

Staff # 4

Met

Staff # 5

Met

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

Met

Comment

Criminal record checks were observed to be complete.

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

Met

Comment

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

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 based on review of documentation that one out of five staff did not complete the 10 hours health and safety training within 90 days of employment.

POI (Plan of Improvement)

The Program will have staff member complete the health and safety training within 90 days of employment.

Correction Deadline: 6/3/2022

Staffing and Supervision

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

Met

Comment

Program observed to maintain appropriate staff: child ratios.