

**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:** 10/8/2024**VisitType:** EX-Monitoring**Arrival:** 3:10PM**Departure:** 5:20PM**EX-43878 EXMT-6385 EX-1 - Government  
DeKalb County Schools ASED - Bouie E. L.**5100 Rock Springs Road, Lithonia GA 30038  
DeKalb County  
(678) 676-8202  
stefanie\_brown@dekalbschoolsga.org**Mailing Address**

Same

**Regional Consultant**

Melissa Malone

Phone: (770) 359-5224

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melissa.mcfarlin@dec.state.ga.gov

Joint with:

| <b>Compliance Zone Designation</b> |               |            | <b>Prevention Action Category</b> | <b>Intermediate Action Category</b> | <b>Dismissal Action Category</b> |
|------------------------------------|---------------|------------|-----------------------------------|-------------------------------------|----------------------------------|
| 10/8/2024                          | EX-Monitoring | Prevention | <b>Prevention Level 1 (P1)</b>    | <b>Intermediate Level 1 (I1)</b>    | <b>Dismissal (D)</b>             |
|                                    |               |            | Technical Assistance              | Corrective Action Plan              | Dismissal                        |
|                                    |               |            |                                   | Office Conference                   | Disqualification                 |
|                                    |               |            | <b>Prevention Level 2 (P2)</b>    | <b>Intermediate Level 2 (I2)</b>    |                                  |
|                                    |               |            | Citation                          | Fine (Level 1 or 2)                 |                                  |
|                                    |               |            | Plan of Improvement               |                                     |                                  |
|                                    |               |            | <b>Prevention Level 3 (P3)</b>    | <b>Intermediate Level 3 (I3)</b>    |                                  |

**Staff: Child Ratios**

| Room Description | Age Groups      | Staff Count | Children Count | State Ratio Met | Notes |
|------------------|-----------------|-------------|----------------|-----------------|-------|
| 160              | , Six and older | 1           | 7              | Y               |       |
| 169              | , Six and older | 1           | 10             | Y               |       |
| 181              |                 | 0           | 0              | Y               |       |
| 191              |                 | 0           | 0              | Y               |       |
| 215              |                 | 0           | 0              | Y               |       |
| 216              | , Fives         | 1           | 6              | Y               |       |
| 254              |                 | 0           | 0              | Y               |       |
| Cafe             | , Six and older | 1           | 4              | Y               |       |
| Green Top        | , Six and older | 1           | 13             | Y               |       |
| Gym              |                 | 0           | 0              | Y               |       |
| Playground       |                 | 0           | 0              | Y               |       |
| Playground       |                 | 0           | 0              | Y               |       |

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 5

#Children Count: 40

**Comments:**

On October 8, 2024, an in-person visit was conducted for the purpose of a CAPS 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.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](mailto: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:** 10/8/2024**VisitType:** EX-Monitoring**Arrival:** 3:10PM**Departure:** 5:20PM**EX-43878 EXMT-6385 EX-1 - Government  
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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**

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

**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)****Met****Comment**

Observed compliance with the local fire safety authorities on this date.

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

No hazards observed accessible to children on this date.

**EX-HS-.M Playgrounds (CS)****Technical Assistance****Technical Assistance**

Discussed maintenance of resilient surface. Please fluff and redistribute. The program will ensure the fall zones have adequate resilient surfacing.

**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

|                                |
|--------------------------------|
| <b>Policies and Procedures</b> |
|--------------------------------|

|                                                  |     |
|--------------------------------------------------|-----|
| 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.

|               |
|---------------|
| <b>Safety</b> |
|---------------|

|          |     |
|----------|-----|
| 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.

|                                         |
|-----------------------------------------|
| <b>Sleeping &amp; Resting Equipment</b> |
|-----------------------------------------|

|                                                      |     |
|------------------------------------------------------|-----|
| EX-HS-.V Safe Sleeping and Resting Requirements (CS) | N/A |
|------------------------------------------------------|-----|

**Comment**

No infants are enrolled.

|                      |
|----------------------|
| <b>Staff Records</b> |
|----------------------|

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

**Comment**

24 of 24 Criminal record checks were observed to be complete.

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

**Technical Assistance**

EX-HS-.W(2) - It was determined based on administrative review that 16 of 24 staff members completed CPR and First Aid training. The remaining staff members did not officially start with the program. The program will ensure CPR and First Aid training is completed by the new hires as required.

|                               |         |
|-------------------------------|---------|
| 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 based on administrative review that 24 of 24 staff members did not complete Health and Safety Training as required.

**POI (Plan of Improvement)**

The Program will ensure Health and Safety Training is completed within the first 90 days of hire as required.

**Correction Deadline: 11/7/2024**

**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 administrative review that 24 of 24 staff members did not complete ongoing annual training as required.

**POI (Plan of Improvement)**

The Program will ensure annual training is completed by all staff members as required.

**Correction Deadline: 11/7/2024**

|  |                                 |
|--|---------------------------------|
|  | <b>Staffing and Supervision</b> |
|--|---------------------------------|

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

**Met**

**Comment**

Adequate supervision observed on this date.