

**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:** 4/11/2023**VisitType:** EX-Monitoring**Arrival:** 2:15PM**Departure:** 3:30PM**EX-48625 EXMT-14177 EX-1 - Government
Troup County ACE- Ethel Kight Elementary****Regional Consultant**75 Gordon Road, LaGrange GA 30240 Troup
County
(706) 812-7943 hillta@troup.org

Phone:

Fax:

jessica.bailey@dec.state.ga.us

Mailing Address

Same

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
4/11/2023	EX-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 (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		0	0	Y	
Computer Lab		0	0	Y	
Gym		0	0	Y	
Playground	, Six and older	2	25	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 1

#Staff Count: 2

#Children Count: 25

Comments:

An in-person site visit was conducted on April 11, 2023 for the purposes of CAPS Monitoring.

Corrective Action Plan: Developed This Date

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 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:** 4/11/2023**VisitType:** EX-Monitoring**Arrival:** 2:15PM**Departure:** 3:30PM**EX-48625 EXMT-14177 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)**

N/A

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****Technical Assistance****Technical Assistance**

EX-HS-.C(1) - Please ensure children's date of birth is added to the enrollment form.

Exemptions**EX-HS-.X Exemption Requirements (NCP)**

Met

Comment

Observed compliance with the local zoning authorities, fire safety agencies and local building 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)

Met

Comment

Discussed maintenance of resilient surface.

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

No diapered children are enrolled.

EX-HS-.H Hygiene (NCP)	Met
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Comment

Hand washing was not observed during the visit but proper hand washing rules were discussed.

EX-HS-.I Medications (CS)	N/A
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Comment

Medication is not dispensed

Policies and Procedures

EX-HS-.J Operational Policies & Procedures (NCP)	Met
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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
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Comment

There were no incidents or injuries that required reporting.

Safety

EX-HS-.S	N/A
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Comment

No field trips are offered

EX-HS-.E Discipline (CS)	Met
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Comment

Age-appropriate discussion and/or redirection observed.

EX-HS-.R Transportation (CS)	N/A
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Comment

Program does not provide routine transportation.

Sleeping & Resting Equipment

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

No safe sleep policies are necessary.

Staff Records

EX-HS-.D Criminal Records and Comprehensive Background Checks (CS)	Not Met
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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 the specialist's review of records that five of six staff members did not possess a satisfactory comprehensive record check determination on this date.

POI (Plan of Improvement)

The Program will have all staff members immediately obtain a comprehensive record check. Additionally, the program will ensure all future staff will possess a satisfactory record check determination before working with children.

Correction Deadline: 4/11/2023

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)

Met

Comment

Observed training for all staff members on this date.

Staffing and Supervision

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

Met

Comment

Adequate supervision observed on this date.