

**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:** 5/2/2025**VisitType:** EX-Monitoring**Arrival:** 2:30PM**Departure:** 4:05PM**EX-42919 EXMT-4863 EX-1 - Government
Winston Elementary (Douglas County School
ASP)**13691 Veterans Memorial Hwy, Winston GA 30187
Douglas County
(770) 651-4700 anita.zachery@dcssga.org**Mailing Address****Exemption Unit 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	IntermediateAction Category	Dismissal Action Category
5/2/2025	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 (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
501	, Six and older	2	20	Y	
504		0	0	Y	
Cafeteria		0	0	Y	
Playground		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 2

#Children Count: 20

Comments:

The program was in compliance with the approved exemption category.

Corrective Action Plan:Developed This Date



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).

Director/Person-in-charge Signature _____

Printed Name _____ Date _____

Specialist Signature _____ Date _____

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(Findings Report)**Date:** 5/2/2025**VisitType:** EX-Monitoring**Arrival:** 2:30PM**Departure:** 4:05PM**EX-42919 EXMT-4863 EX-1 - Government
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The following information is associated with a Exemption Monitoring:**Activities and Equipment****EX-HS-.A Activities****Met****Comment**

A daily planned program of varied and developmentally appropriate activities observed 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 Children's Records****Met****Comment**

Observed children's files completed as required. The program director had access to the children's immunization records.

Exemptions**EX-HS-.X Exemption Requirements****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: 5/2/2025**Facility**

EX-HS-.B Bathrooms	Met
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Comment

Bathrooms were observed clean, well equipped with liquid soap, running water, and paper towels, and were located adjacent to child care areas and rooms.

EX-HS-.L Physical Plant(CS)	Met
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Comment

Program appears clean and well maintained.

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

Discussed maintenance of resilient surface under fall zones. The playground equipment was observed 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	Met
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Comment

Staff were observed to remind children to wash hands.

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	Technical Assistance
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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.

Technical Assistance

EX-HS-.J(1)(a-i) - Technical assistance provided to document all emergency drills.

EX-HS-.T Required Reporting	Met
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Comment

There were no incidents or injuries that required reporting.

Safety

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

Staff were observed to maintain an age appropriate learning environment on this date.

EX-HS-.S Field Trips	N/A
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Comment

No field trips are offered

Comment

Program does not provide routine transportation.

Sleeping & Resting Equipment

Comment

No infants are enrolled.

Staff Records

Comment

Criminal record checks were observed to be complete.

Comment

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

Technical Assistance

EX-HS-.K(1) - Technical assistance provided to maintain a complete personnel file on all employees, including identifying information.

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 members did not complete the 10 hours health and safety training within 90 days of employment.

POI (Plan of Improvement)

The program will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 6/1/2025

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 that is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university, vocational program, or other department-approved source. It was determined based on review of records that two out of five employees did not complete 10 hours of ongoing training.

POI (Plan of Improvement)

The program will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 6/1/2025

Staffing and Supervision

Comment

Program observed to maintain appropriate staff: child ratios.