

**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:** 6/21/2023**VisitType:** EX-Monitoring**Arrival:** 8:50AM**Departure:** 12:15PM**EX-52395 EXMT-17166 EX-7 - Day camp****The EJ Wright School for Success**

2600 Flat Shoals Road, College Park GA 30349

Fulton County

(678) 257-2696 clarkin@thewrightschool.org

Mailing Address

Same

Regional Consultant

Keia Cole

Phone: (678) 717-5146

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keia.cole@dec.state.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
6/21/2023	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
Classroom 105		0	0	Y	
Classroom 108		0	0	Y	
Dining Hall/Cafeteria	, Six and older	1	14	Y	Children arriving for lunch
Room 104	, Fours, Six and older	1	20	Y	From classroom to cafeteria for lunch
Room 105 Game Room		0	0	Y	
Room 108 Library		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 2

#Children Count: 34

Comments:

In-person CAPS monitoring visit conducted with Mrs. Cynthia Larkin, owner, on June 21, 2023. The Program was found to be operating outside of the approval conditions under Category 7. An unlicensed complaint was conducted during the monitoring visit. All staff members must complete the Health and Safety orientation training and provide/maintain a copy of the completion certificates. All staff members must complete first aid/CPR training and provide/maintain a copy of the completion certificates. All staff members must complete and maintain 10 hours of additional annual child related training. Certificates of child related training must be maintained by the Program.

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:** 6/21/2023**VisitType:** EX-Monitoring**Arrival:** 8:50AM**Departure:** 12:15PM**EX-52395 EXMT-17166 EX-7 - Day camp
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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.

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

EX-HS-.X(2) requires when a parent or guardian initially registers a child with an exempt program, the parent or guardian shall sign a form indicating the parent or guardian has been advised and understands that the program is not licensed and is not required to be licensed by the state. It was determined based on review of records that the Program did not have families complete an acknowledgement form advising them that the Program is exempt from licensing.

POI (Plan of Improvement)

The Program will have all enrolled families sign and date an acknowledgement form advising them that the Program is exempt from licensing.

Correction Deadline: 6/22/2023**Finding**

EX-HS-.X(3) requires the program to meet the criteria for the exemption granted. It was determined based on an investigation that the Program was not operating within the approval conditions set forth under the Category 7 - Day camp activity surrounding ages of children served. During the visit it was found that a four (4) year-old child was present and participating in the activity's programming.

POI (Plan of Improvement)

The Program will disenroll all under aged children and cease care.

Correction Deadline: 6/21/2023**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 have a Fire Certificate of Occupancy or a Building Certificate of Occupancy.

POI (Plan of Improvement)

The Program will contact all appropriate municipalities to obtain adequate documentation of compliance. The Program will maintain these reports and/or documents for future inspections.

Facility

EX-HS-.L Physical Plant (NCP)

Met

Comment

Observed approval from the Department, local zoning authorities, and Fire Marshal inspection agency on this date.

Comment

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

EX-HS-.M Playgrounds (CS)

N/A

Comment

No playground provided. Outdoor open play area was inspected. It was recommended that the Program develop a plan for the hill area and each corner of the building to ensure child safety while children are at play. It was recommended to place a fence or barricade around the outside AC units to ensure child safety while children are at play.

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

Determined age-appropriate discipline is communicated to staff on this date.

Comment

It was determined that the program provides Parents a copy of the Program's written policies and procedures.

Comment

Observed evidence of written drills conducted within the Program on this date.

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
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Comment

No field trips are offered

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

Determined age-appropriate discipline is communicated to staff on this date.

Comment

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

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 infants are enrolled.

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(3) requires valid Evidence of a satisfactory criminal records check must be maintained at the program site for the Director, each all staff members for the duration of employment plus one year, and such evidence must be made immediately available to the Department upon request. It was determined based on review of records on this date that one (1) out of seven (7) staff members did not have evidence of the Department's completed criminal records check.

POI (Plan of Improvement)

The Program will have the staff member missing the Department's criminal records checks complete the assessment within three (3) business days, submit a separation notice for those employees, or submit a CAPS opt out form.

Correction Deadline: 6/26/2023

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

EX-HS-.W(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on review of records that seven (7) out of seven (7) staff members did not have evidence of CPR and first aid training.

POI (Plan of Improvement)

The Program will have the seven (7) out of seven (7) staff members complete CPR and first aid training. Copies of all certificates will be obtained and maintained on-site for future review by the Department.

Correction Deadline: 7/21/2023

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

Observed initial orientation for all staff 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 records that seven (7) out of seven (7) staff members were missing the completion of the Health and Safety orientation training.

POI (Plan of Improvement)

The Program will have the seven (7) out of seven (7) staff members complete the Health and Safety orientation training. All training certificates will be obtained and maintained on-site for future review by the Department.

Correction Deadline: 7/21/2023

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 review of records that seven (7) out of seven (7) staff members did not have evidence of ten (10) additional hours of child related task focused training.

POI (Plan of Improvement)

The Program will have all staff members comply with the required ten (10) additional hours of child related task focused training. The Program will maintain copies of all annually completed training certificates from all staff members for future review by the Department.

Correction Deadline: 7/21/2023

Staffing and Supervision

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

Met

Comment

Adequate supervision observed on this date.