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.decal.ga.gov

(Cover Sheet)

Date: 1/18/2023 **VisitType:** EX-Monitoring **Arrival:** 4:05PM **Departure:** 5:45PM

EX-42804 EXMT-4663 EX-1 - Government
Bibb County School District - Vineville Academy

2260 Vineville Avenue, Macon GA 31204 Bibb County
(478) 765-8660 janice.flowers@bcsdk12.net

Mailing Address

Same

Regional Consultant

Brianne Walters

Phone: (912) 544-9775
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brianne.walters@decal.ga.gov

Joint with:

Compliance Zone Designation		
1/18/2023	EX-Monitoring	Prevention

Prevention Action Category	IntermediateAction Category	Dismissal Action Category
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
art	, Six and older	1	7	Y	
auditorium		0	0	Y	
Cafeteria		0	0	Y	
Computer	, Six and older	1	8	Y	
Media	, Six and older	1	15	Y	
PreK	PreK, Fives, Six and older	2	23	Y	

Group Sizes Met? Y Total # Non-Care Staff Present: 0 #Staff Count: 5 #Children Count: 53

Comments:
An in-person visit was conducted at the facility for the purpose of a CAPS Monitoring visit.

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).

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(Findings Report)

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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
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) **Technical Assistance**

Comment
The program was observed to be operating within the guidelines they were initially approved.

Technical Assistance
The program will ensure that they have access to the latest fire marshal inspection for the program.

Facility

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

Comment
Program appears clean and well maintained and no hazards observed.

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

Comment
Playground observed to be clean and in good repair. The playground is completely fenced in.

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
Proper hand washing observed.

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

Comment
The director stated medication has not been dispensed.

Policies and Procedures

EX-HS-.J Operational Policies & Procedures (NCP) **Not Met**

Comment
A copy of the written policies and procedures and emergency plans were reviewed.

Finding
EX-HS-.J(1)(a-i) requires the Program to establish and implement written policies and procedures that describe the Program's operations as follows: (a) the exclusion of children with contagious illness; (b) notification of parents in the event their child becomes ill while at the facility; (c) the notification of all parents of enrolled children when a reportable contagious illness is present in the facility; (d) the prevention of and response to food and allergic reactions; (e) emergency preparedness and response. A written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the program. The program will have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and will include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions. Such plan shall include assurance that no Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals; (f) the handling and appropriate disposal of bodily fluids and storage of hazardous materials (soiled clothing and bedding); (g) recognition and reporting of child abuse and neglect; (h) fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Program shall maintain documentation of the dates and times of these drills for two years; (i) provide to Parents a copy of the Program's written policies and procedures.
It was determined based on the director statement that monthly fire drills and biannual tornado drills are not conducted by the program.

POI (Plan of Improvement)
The Program will ensure that fire (monthly) and tornado drills (every six months) are conducted and documentation maintained for two (2) years.

Correction Deadline: 1/25/2023

EX-HS-.T Required Reporting (NCP) **Met**

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
Age-appropriate discussion and/or redirection observed.

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) **N/A**

Comment
No safe sleep policies are necessary.

Staff Records

EX-HS-.D Criminal Records and Comprehensive Background Checks (CS) **Not Met**

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 an administrative review, nine (9) of ten staff did not have evidence of a satisfactory comprehensive background check letter from the department.

POI (Plan of Improvement)
The Program will ensure that the staff member and any future staff members complete the fingerprint process prior to being present in the program. Specialist emailed current fingerprinting instructions to the program.

Correction Deadline: 1/18/2023

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 health and safety training for all staff members during the visit.

Staffing and Supervision

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

Comment
Adequate Staff: child ratio and supervision observed during the visit.