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: 3/19/2026 **VisitType:** EX-CAPS-Monitoring **Arrival:** 2:20PM **Departure:** 4:20PM

EX-42919 EXMT-4863 EX-1 - Government
Winston Elementary (Douglas County School ASP)

13691 Veterans Memorial Hwy, Winston GA 30187
Douglas County

Mailing Address

,

Exemption Unit Consultant

Nilia Lalin

Phone: (770) 405-7929
Fax: (404) 591-4949
nilia.lalin@decal.ga.gov

Joint with:

Compliance Zone Designation		
3/19/2026	EX-CAPS-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)**	

Room Description	Age Groups	Staff Count	Children Count	State Ratio Met	Notes
501		0	0	Y	
504		0	0	Y	
Cafeteria	, Fives, Six and older	2	30	Y	
Playground		0	0	Y	

Group Sizes Met? Y Total # Non-Care Staff Present: 0 #Staff Count: 2 #Children Count: 30

Comments:
The program was observed operating as approved by the exemption.

Please refer to the Exemption page of the website, https://www.decal.ga.gov/CCS/Exemptions.aspx for information regarding 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

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You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), do the following:

1) Log into DECAL KOALA www.decalkoala.com with the user id for your program

2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute

3) Select the specific standard number(s) that you are refuting, add the reason for disagreement regarding the standard citation, and upload supporting documentation.

4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

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(Summary Report)

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Joint with:

The following information is associated with a EX-CAPS-Monitoring:

Activities and Equipment

EX-HS-.A Activities **Met**

Comment
EX-HS-.A - Activities observed to be appropriate and safe for children in care.

EX-HS-.F Equipment & Toys **Met**

Comment
EX-HS-.F - The equipment and furniture observed to be properly used, secured and did not pose a hazard.

EX-HS-.Q Swimming Pools & Water-related Activities(CS) **N/A**

Comment
EX-HS-.Q - The Program does not provide swimming activities.

Children's Records

EX-HS-.C Children's Records **Met**

Comment
EX-HS-.C - Observed children's files as required.

Exemptions

EX-HS-.X Exemption Requirements **Met**

Comment
EX-HS-.X - Program operating as approved.

Facility

EX-HS-.B Bathrooms **Met**

Comment
EX-HS-.B - Program observed to have adequate toilets, sinks and supplies available.

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

Comment
EX-HS-.L - Program appears clean and well maintained.

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

Comment
EX-HS-.M - Playground observed to be clean and in good repair.

Health and Hygiene

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

Comment
EX-HS-.U - No diapered children enrolled

EX-HS-.H Hygiene **Met**

Comment
EX-HS-.H - Hand washing was not observed during the visit but proper hand washing rules were discussed.

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

Comment
EX-HS-.I - Medication is not dispensed.

Policies and Procedures

EX-HS-.J Operational Policies & Procedures **Met**

Comment
EX-HS-.J - It was determined that the program provides Parents a copy of the Program's written policies and procedures.

EX-HS-.T Required Reporting **Met**

Comment
EX-HS-.T - There were no incidents or injuries that required reporting.

Safety

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

Comment
EX-HS-.E - Age-appropriate discussion and/or redirection observed.

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

Comment
EX-HS-.S - No field trips are conducted at the program.

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

Comment
EX-HS-.R - No transportation provided.

Sleeping & Resting Equipment

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

Comment
EX-HS-.V - No infants enrolled in the program.

Staff Records

Records Reviewed: 5 **Records with Missing/Incomplete Components: 2**

Staff # 3 Not Met

Date of Hire: 09/13/2024

"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours

Staff # 5 Not Met

"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours

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

Comment
EX-HS-.D - Criminal record checks were observed to be complete.

EX-HS-.G First Aid & CPR(CS) **Met**

Comment
EX-HS-.G - Observed evidence of staff training in CPR and first aid on this date.

EX-HS-.K Personnel Records **Not Met**

Finding
EX-HS-.K(1)(a-c) requires the Program to maintain a personnel file on all Staff for the duration of the term of employment plus one calendar year, and shall contain the following: (a) identifying information to include: name, date of birth, current address and current telephone number; (b)evidence of all training required by these standards which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; (c) verification of a satisfactory criminal backgrounds check. It was determined based on a review of records that the program did not maintain a complete personnel file on each staff member.

POI (Plan of Improvement)
The Program will secure required information for all Staff. The Program will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

Correction Deadline: 4/20/2026

EX-HS-.N Staff Requirements **Met**

Comment
EX-HS-.N - Observed a director or person responsible for overall supervision of the program.

EX-HS-.P Staff Training **Not Met**

Finding
EX-HS-.P(4)(a-b) requires staff complete annual training (a) Every calendar year after the first year of employment, the Director, Provisional Employees and Employees shall attend ten (10) clock hours of diverse training which is offered by an accredited college, university or vocational program or other Department-approved source.
(b) The annual ten (10) clock hours of training shall include the following:
1. At least two (2) hours in evidence based, developmentally appropriate language and literacy practices;
2. At least two (2) hours in on-going child development and health and safety related topics, which could include, but not be limited to:
(i) Child development (e.g., developmental domains (cognitive; social and emotional; physical development and motor skills; communication, language, and literacy; approaches to play and learning), discipline and guidance techniques, children with special needs);
(ii) Health (e.g., nutrition and the support of breast feeding, physical activity, prevention and control of illnesses and infectious diseases, immunizations, prevention of and response to emergencies due to food and allergic reactions, cleanliness, sanitation, and the appropriate disposal of bio contaminants);
(iii) Safety (e.g., prevention of Sudden Unexpected Infant Death (SUID) which includes Sudden Infant Death Syndrome (SIDS) and the use of safe sleeping practices, medication administration, injury control and prevention, transportation, handling and storage of hazardous materials, identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic, and emergency preparedness planning and response);
(iv) Child abuse and neglect (e.g., identification and reporting, meeting the needs of abused and/or neglected children, prevention of shaken baby syndrome, abusive head trauma and child maltreatment).
3. No more than two (2) of the required ten (10) hours in business-related topics (e.g., parental communication, recordkeeping, management, business planning). It was determined based on
review of documentation that two 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 plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 4/20/2026

Staffing and Supervision

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

Comment
EX-HS-.O - Program observed to maintain appropriate staff: child ratios.