

**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:** 10/5/2023**VisitType:** EX-Monitoring**Arrival:** 10:00AM **Departure:** 11:50AM**EX-47691 EXMT-13146 EX-1 - Government
Gwinnett County Board of Commissioners-
Bogan Park**2723 North Bogan Road, Buford GA 30519
Gwinnett County
(678) 277-0927
Tania.Ballou@GwinnettCounty.com**Mailing Address**

Same

Regional Consultant

Sherri Thompson

Phone: (770) 357-7038

Fax: (770) 357-7037

sherri.thompson@dec.state.ga.gov

Joint with: Chrissy Powell

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
10/5/2023	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 (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	3	17	Y	
Gym	, Six and older	3	17	Y	
Multi Purpose	, Six and older	3	17	Y	No children present in room. All children were on the playground. There were three staff for seventeen children.

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 9

#Children Count: 51

Comments:

Today's visit was to conduct a CAPS monitoring visit. The program was found to be in compliance with their approved exemption category.

Corrective Action Plan:Developed This Date



Please refer the website, <http://www.dec.state.ga.us/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@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).

**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

(Findings Report)**Date:** 10/5/2023**VisitType:** EX-Monitoring**Arrival:** 10:00AM**Departure:** 11:50AM**EX-47691 EXMT-13146 EX-1 - Government
Gwinnett County Board of Commissioners-
Bogan Park**2723 North Bogan Road, Buford GA 30519
Gwinnett County
(678) 277-0927
Tania.Ballou@GwinnettCounty.com**Mailing Address**

Same

Regional Consultant

Sherri Thompson

Phone: (770) 357-7038

Fax: (770) 357-7037

sherri.thompson@dec.state.ga.gov

Joint with: Chrissy Powell

The following information is associated with a Exemption Monitoring:**Activities and Equipment****EX-HS-.A****Met****Comment**

EX-HS-.A(2)(a)-(c) - Individual attention to children in care was observed.

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)**Met****Comment**

Program does not provide swimming activities.

Children's Records**EX-HS-.C****Not Met****Finding**

EX-HS-.C(1) requires the Program to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on the Specialist's review of a sample of three children's records that child #3 did not have two of two required emergency contacts.

POI (Plan of Improvement)

The Program will review children's records and gain needed information.

Correction Deadline: 10/5/2023**Exemptions****EX-HS-.X Exemption Requirements (NCP)****Met****Comment**

Observed compliance with the fire safety agencies on this date.

Facility**EX-HS-.B****Met****Comment**

EX-HS-.B(5) - Bathrooms were observed to be clean and well stocked with needed supplies.

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

No hazards observed accessible to children on this date.

EX-HS-.M Playgrounds (CS)**Technical Assistance****Technical Assistance**

The chute of a blue slide was observed to have cracks at the chute of the slide. The slide was blocked off at the top to prevent use. Ensure the chute is either repaired or replaced.

Health and Hygiene**EX-HS-.U Diapering Areas & Practices (CS)****Met****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)**Met****Comment**

Discussed proper medication documentation and procedures.

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

No field trips are offered

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

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

EX-HS-.R Transportation (CS)**Met****Comment**

Program does not provide routine transportation.

Sleeping & Resting Equipment

EX-HS-.V Safe Sleeping and Resting Requirements (CS)	Met
---	------------

Comment

No infants are enrolled.

Staff Records

EX-HS-.K	Met
-----------------	------------

Comment

EX-HS-.K(1) - Staff records were observed complete and maintain staff records on site.

EX-HS-.N	Met
-----------------	------------

Comment

EX-HS-.N(1) - Program Director was present at the time of the visit.

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

Comment

Criminal record checks were observed to be complete.

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.