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: 3/26/2025 **VisitType:** EX-Monitoring **Arrival:** 2:00PM **Departure:** 4:45PM

EX-48624 EXMT-14180 EX-1 - Government
Troup County ACE- Long Cane Elementary School

238 Long Cane Road, LaGrange GA 30240 Troup County
(706) 812-7948 jameskm@troup.org

Mailing Address

Same

Exemption Unit Consultant

Rosalyn Elder

Phone: (404) 780-0868
Fax: (770) 232-1931
rosalyn.elder@decal.ga.gov

Joint with:

Compliance Zone Designation		
3/26/2025	EX-Monitoring	Intermediate

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
Cafeteria	PreK, Six and older	9	57	Y	
Classroom 3		0	0	Y	
Gym		0	0	Y	
Playground A		0	0	Y	
Playground B		0	0	Y	
Playground C		0	0	Y	
Playground D		0	0	Y	

Group Sizes Met? Y Total # Non-Care Staff Present: 0 #Staff Count: 9 #Children Count: 57

Comments:
An in-person site visit was conducted on March 26, 2025, for the purposes of CAPS Health and Safety Monitoring. The child care program is in compliance with the approved exemption category.

Corrective Action Plan:No Plan Developed

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)

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Joint with:

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 with various teaching methods to accommodate different learning styles.

EX-HS-.F Equipment & Toys(CS) **Met**

Comment
The equipment and furniture observed to be properly secured, as applicable.

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

Comment
The Program does not provide swimming activities.

Children's Records

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

Comment
Observed children's files as required.

Exemptions

EX-HS-.X Exemption Requirements **Not Met**

Technical Assistance
EX-HS-.X(1) - Technical assistance was provided regarding the posting of the approval letter to be adjacent to the exemption certificate. Both should be posted in a prominent area.

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 the review of records, a fire inspection report was not obtained.

POI (Plan of Improvement)
The Program will obtain the fire inspection report and send a copy to the Lead Consultant. A follow-up will be conducted during the next Health and Safety Monitoring visit.

Correction Deadline: 5/30/2025

Facility

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

Comment
Bathrooms located adjacent to the child care areas and rooms.

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

Comment
The Program appears clean and well maintained.

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

Comment
The Playgrounds were observed to be clean and in good repair.

Health and Hygiene

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

Comment
No diapered children are enrolled.

EX-HS-.H Hygiene **Not Met**

Finding
EX-HS-.H(1) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids, and after contamination by any other means. It was determined by observation, none of the children washed/sanitized their hands prior to receiving snacks.

POI (Plan of Improvement)
The Program will properly train the children the correct procedures to ensure their hands are cleaned prior to eating snacks.

Correction Deadline: 3/26/2025

EX-HS-.I Medications(CS) **Met**

Comment
Observed medication stored inaccessible to children

Policies and Procedures

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

Comment
Observed the Program's written emergency plan on this date.

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 It was determined based on a review of records that the program had incomplete policies and procedures in evidence that letters a, c, d, f, g were not met.

POI (Plan of Improvement)
The Program will ensure all of the required policy and procedural standards are included in the parent's handbook.

Correction Deadline: 5/30/2025

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

Comment
There were no incidents or injuries that required reporting.

Safety

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

Comment
Observed age-appropriate discipline policies on this date.

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

Comment
No field trips are offered.

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

Comment
The 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 valid evidence of a satisfactory fingerprint record check determination to be maintained at the program for each employee. It was determined based on the review of records, five staff members have not completed a Criminal Record Check determination as of this date.

POI (Plan of Improvement)
The Provider shall ensure that every employee has a valid and current satisfactory Comprehensive Records Check Determination on file and maintained prior to being present at the program while any child is present for care or before an individual age 17 or older.

Correction Deadline: 4/1/2025

EX-HS-.W First Aid & CPR **Met**

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

EX-HS-.K Personnel Records **Met**

Comment
EX-HS-.K(1) - It was determined by the observation of records the program does maintain a personnel file on all staff.

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

Comment
EX-HS-.N(1) - EX-HS-.N(1) - The Directors are responsible for the supervision, operation, and maintenance of the program. The Directors are generally on the premises and if absent at any time during the hours of operation, there is an officially designated person on-site to assume responsibility for the operation of the program

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

Finding
EX_HS.P(1) requires all employees and provisional employees to receive initial program orientation prior to the assignment to children or tasks. It was determined based on the review of records, 15 staff members have not completed the Initial Orientation training.

POI (Plan of Improvement)
The Program will develop and provide orientation for all new staff prior to their assignment to children or tasks. A follow up will be completed during the next Health and Safety monitoring visit.

Correction Deadline: 5/30/2025

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 the review of records, 15 of the staff members have not completed the Health and Safety training.

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. A follow up will be completed during the next Health and Safety monitoring visit.

Correction Deadline: 5/30/2025

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 the review of records, 15 staff members have not completed the annual 10 hours of training.

POI (Plan of Improvement)
The program will plan and schedule the required 10 hours of annual training each year and a follow up will be completed during the next Health and Safety monitoring visit.

Correction Deadline: 5/30/2025

Staffing and Supervision

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

Comment
Adequate supervision observed on this date.