

**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.us

(Cover Sheet)**Date:** 9/15/2025**VisitType:** EX-CAPS-Monitoring**Arrival:** 2:10PM**Departure:** 4:30PM**EX-56458 EXMT-20130 EX-1 - Government
Gwinnett County Board of Commissioners-
Meadowcreek Elementary Afterschool Program**5025 Georgia Belle Ct, Norcross GA 30093
Gwinnett County**Mailing Address**

Same

Exemption Unit Consultant

Sherri Thompson

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Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
9/15/2025	EX-CAPS-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 (Level 1 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
Cafeteria	, Fives, Six and older	5	21	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 5

#Children Count: 21

Comments:

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

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)**Date:** 9/15/2025**VisitType:** EX-CAPS-Monitoring**Arrival:** 2:10PM**Departure:** 4:30PM**EX-56458 EXMT-20130 EX-1 - Government
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The following information is associated with a EX-CAPS-Monitoring:**Activities and Equipment****EX-HS-.A Activities****Met****Comment**

EX-HS-.A - Activities appropriate

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

EX-HS-.F - Observed-Variety Throughout Program.

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

EX-HS-.Q - No Swimming Activities Provided

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

EX-HS-.C(1)(a-d) 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: (a) child's name, birth date, sex, address, living arrangement, name of school if applicable; (b) names of both Parents, home and work addresses, and home and work telephone numbers; (c) 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; (d) 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 review of two of three children's records, Child #1 and #2 did not have the complete address for required emergency contacts.

POI (Plan of Improvement)

The program will develop, implement, and follow a plan that includes how to obtain all required information for currently enrolled children and ensure the proper collection of information for future enrollees. The plan will also include how and where to maintain files for the required amount of time.

Correction Deadline: 9/22/2025**Exemptions****EX-HS-.X Exemption Requirements****Met****Comment**

EX-HS-.X(2) - Observed the parent statement in three out of three children's records.

Facility	
EX-HS-.B Bathrooms	Met
Comment EX-HS-.B - Toilets and sinks available	
EX-HS-.L Physical Plant(CS)	Met
Comment EX-HS-.L(3) - Hazardous items were appropriately stored at the time of the visit.	
EX-HS-.M Playgrounds(CS)	Met
Comment EX-HS-.M - Discussed-Fluff/Redistribute Surface	

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 - Observed-Proper Hand Washing Throughout	

Policies and Procedures	
EX-HS-.J Operational Policies & Procedures	Met
Comment EX-HS-.J - Written policies and procedures provided to parents	
EX-HS-.T Required Reporting	Met
Comment EX-HS-.T - No incidents/injuries requiring reporting	

Safety	
EX-HS-.E Discipline(CS)	Met
Comment EX-HS-.E - Observed-Discussion/Redirection	
EX-HS-.S Field Trips	N/A
Comment EX-HS-.S - No field trips	
EX-HS-.R Transportation(CS)	N/A
Comment EX-HS-.R - No Routine Transportation Provided	

Sleeping & Resting Equipment	
EX-HS-.V Safe Sleeping and Resting Requirements(CS)	N/A
Comment EX-HS-.V - No infants enrolled	

Staff Records	
EX-HS-.K Personnel Records	Met
Comment EX-HS-.K(1)(a-c) - Staff records maintained on-site.	

Comment

EX-HS-.N(1) - An individual in charge of the program was present on the date of the visit.

EX-HS-.P Staff Training**Technical Assistance****Technical Assistance**

EX-HS-.P(3)(a-k) - Please ensure staff have completed required Health and Safety Orientation Training within the first 90 days of employment.

Staffing and Supervision

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

EX-HS-.O - Observed-Appropriate Staff: Child Ratios