

**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.al.ga.gov

(Cover Sheet)**Date:** 6/8/2023**VisitType:** EX-Monitoring**Arrival:** 10:30AM **Departure:** 12:50PM**EX-49676 EXMT-15019 EX-1 - Government
Gwinnett County Board of Commissioners-
Lilburn Activity Building**788 Hillcrest Road, Lilburn GA 30047 Gwinnett
County
(678) 277-0927 Tania.Ballou@gwinnettcoumty.com**Mailing Address**

Same

Regional Consultant

Sherri Thompson

Phone: (770) 357-7038

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sherri.thompson@dec.al.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
6/8/2023	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
Community Room		0	0	N	
Dance Studio	, Fives, Six and older	3	9	Y	
Outside Area	, Six and older	4	27	Y	

Group Sizes Met? N

Total # Non-Care Staff Present: 2

#Staff Count: 7

#Children Count: 36

Comments:

Today's visit was conducted due to a CAPS monitoring visit. The program was found to be in compliance withtheir designated exemption category.

Corrective Action Plan:No Plan Developed

Please refer the website, <http://www.dec.al.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@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).

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(Findings Report)**Date:** 6/8/2023**VisitType:** EX-Monitoring**Arrival:** 10:30AM **Departure:** 12:50PM**EX-49676 EXMT-15019 EX-1 - Government
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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 was observed to be provided by staff to children in care during the time of the visit.

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**

Swimming activities provided off site. Swim standards were discussed during the visit. The younger children attend a "splash pad" the older group swims at a public pool. All children are swim tested.

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

EX-HS-.C(2) - Please maintain immunization records for all children receiving CAPS.

Exemptions**EX-HS-.X Exemption Requirements (NCP)****Met****Comment**

Observed annual fire inspection during the time of the visit. The inspection was dated 5/25/2023.

Comment

EX-HS-.X(2) - Parent agreement observed for the three children's records reviewed during the visit.

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

EX-HS-.B(4) - Bathrooms were observed to be stocked with paper towels, hand soap, and toilet paper during the time of the visit.

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

Program appears clean and well maintained.

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

No playground provided. The program uses an area of the parking lot and has a written supervision plan in place.

Health and Hygiene

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

No diapered children are enrolled.

EX-HS-.H Hygiene (NCP)	Met
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Comment

Staff were observed to remind children to wash hands.

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

Observed medication stored inaccessible to children.

Policies and Procedures

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

It was determined that the program provides Parents a copy of the Program's written policies and procedures.

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

There were no incidents or injuries that required reporting.

Safety

EX-HS-.S	Met
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Comment

EX-HS-.S(3) - Field trip standards were discussed at the time of the visit and field trip permission forms were observed completed in the sample of three children's records that were viewed.

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

Age-appropriate discussion and/or redirection observed.

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

Checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director. Transportation provided by County partner program.

Sleeping & Resting Equipment

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

No infants are enrolled.

Staff Records

EX-HS-.K **Met**

Comment

EX-HS-.K(1) - Staff records were observed to maintained on-site.

EX-HS-.N **Met**

Comment

EX-HS-.N(1) - Program Director and back-up were 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 for staff hired more than 90 days ago.

EX-HS-.P Staff Training (NCP) **Met**

Comment

Observed training for all staff members on this date. Recently hired staff will complete the ten hour Health and Safety course and CPR/First Aid training within 90 days of employment,

Staffing and Supervision

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

Comment

Adequate supervision observed on this date.