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: 7/17/2025 **VisitType:** EX-CAPS-Monitoring **Arrival:** 10:55AM **Departure:** 2:00PM

EX-45946 EXMT-11817 EX-1 - Government
Camden County PSA Leisure Services

1050 Wildcat Drive, Kingsland GA 31548 Camden County

Mailing Address

Exemption Unit Consultant

Brianne Walters

Phone: (912) 544-9775
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brianne.walters@decal.ga.gov

Joint with:

Compliance Zone Designation		
7/17/2025	EX-CAPS-Monitoring	Dismissal

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
Activity Room	, Fives, Six and older	2	7	Y	
Community Room	, Fives, Six and older	4	12	Y	
Gym	, Fives, Six and older	2	27	Y	

Group Sizes Met? Y Total # Non-Care Staff Present: 0 #Staff Count: 8 #Children Count: 46

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

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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)

Date: 7/17/2025 **VisitType:** EX-CAPS-Monitoring **Arrival:** 10:55AM **Departure:** 2:00PM

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

Activities and Equipment

EX-HS-.A **Met**

Comment
Activities observed to be appropriate and safe.

EX-HS-.F **Met**

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

EX-HS-.Q Swimming Pools & Water-related Activities (CS) **Met**

Technical Assistance
EX-HS-.Q(1) - Discussed ensuring the gate in closed and latched when the pool is in use by community center members, but not in use by camp children. If current gate cannot be closed and latched while the pool is being used by other community center members, measures should be taken to ensure camp children cannot access the pool area
when they are not presently using the pool as a part of camp. Reminded that the gate should be closed and locked when not in use.

Comment
EX-HS-.Q(2) - Observed during the visit: documentation of lifeguard certifications, local approvals, documentation of swim tests for camp children.

Children's Records

EX-HS-.C Children's Records (NCP) **Technical Assistance**

Technical Assistance
One child's file lacked a signed parental exemption acknowledgement form.

Exemptions

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

Comment
Program operating as approved.

Facility

EX-HS-.B **Met**

Comment
Bathrooms appeared to be clean and disinfected.

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

Comment
No hazards observed.

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

Technical Assistance
Program does not have a designated playground that is used. The camp uses multiple areas on the property such as the tennis courts and grassy areas for play. Discussed that a supervision plan should be developed and emailed to the specialist for review. The supervision plan should include measures staff will take and maintain so that children remain in the designated areas and do not wander to the nearby street or parking lot.

Health and Hygiene

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

Comment
No diapered children enrolled

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

Comment
EX-HS-.H(1)(a-f) - Children Handwashing standards met.

Technical Assistance
EX-HS-.H(1)(a-f) - Children Handwashing standards met.

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

Comment
Medication not dispensed

Policies and Procedures

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

Comment
Conducted drills observed documented.

Finding
EX-HS-.J1(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) to include the program’s practices regarding the expulsion and suspension of children enrolled for care. (i) A description of the practices followed by the Center to prevent shaken baby syndrome and abusive head trauma in children up to five years of age that includes the following information: how to recognize, respond to, and report the signs and symptoms of shaken baby syndrome and abusive head trauma; strategies to assist staff members in understanding how to care for infants and how to cope with a crying, fussing, or distraught child; strategies to ensure staff members understand the brain development of children up to five years of age; and a list of prohibited behaviors when dealing with children.
a) services to be provided, ages of children served, days and times of operations and days and times closed; b) enrollment and admission requirements specifying Parents' responsibilities for supplying needed information and escorting the child to and from the Program; c) a fee and payment schedule with standard fees, fees related to absences and vacations and other fees such as for transportation and late fees; d) Program's transportation and field trip services; e) administration of medication and Parent notification of adverse reactions to prescribed medication; f) Parental notification in cases of illness/injury and exclusion of sick children; g) Parental notification when a notifiable communicable disease is present; h) handling of medical emergencies; i) meals and snacks served, including guidelines for food brought from child’s home; j) access by the Parents to all Program areas used by the child; k) child abuse reporting law requirements; l) behavior management and discipline actions used; m) nondiscrimination statement; (n) Program sponsored religious and cultural activities; and o) diapering, toilet training and feeding procedures for infants and toddlers. It was determined based on a review of the program policy and procedures book, the following was missing: written policy on the notification of all parents of enrolled children when a reportable contagious illness is present in the facility and the written policy for prevention of and response to food and allergic reaction.

POI (Plan of Improvement)
The program will revise their policies and procedures to include all required information and update as needed.

Correction Deadline: 7/31/2025

EX-HS-.T Required Reporting (NCP) **Not Met**

Finding
EX-HS-.T(1)(c)(1-8) requires the director or designated person-in-charge to report or cause to be reported to the department within 24 hours or the next work day: (1) Child Abuse, Neglect, or Deprivation. Within twenty-four (24) hours or the next work day, suspected incidents of child abuse, neglect, or deprivation shall be reported to the local County Department of Family and Children Services in accordance with state law and to the Department, notifying them that such a report was made. (2) Communicable Diseases. Any cases or suspected cases of notifiable communicable diseases (COVID-19, tuberculosis, measles, etc.) or any viruses or illnesses identified during a public health emergency must be reported immediately to the department and to the local county health department as required by the rules of the Georgia Department of Public Health, Notification of Disease. (3) Death. (4) Serious illness or injury requiring hospitalization or professional medical attention. (5) Fire. (6) Structural disaster (7) Any emergency requiring temporally relocation of children (8) Any employee who acquires a criminal record. It was determined based on a discussion with the director that an incident occured on July 10, 2025 requiring professional medical attention and was not reported to the department within 24 hours or the next work day.

POI (Plan of Improvement)
Specialist discussed the required reporting process with the director on site. A link to the required reporting webinar was emailed to the director. The director will enter the report in the program's DECAL KOALA account The program will report any future incidents within twenty-four (24) hours, or the next work day, as described in the list of required report standards EX-HS.T(1)(1-8). The program will develop a procedure to ensure incidents are reported to the Department as required.

Correction Deadline: 7/17/2025

Safety

EX-HS-.S **Not Met**

Finding
EX-HS-.S(1) requires Program Staff to obtain written permission from Parents in advance of the child's participation in any field trip and such permission must be signed and dated by a Parent. It was determined based on review of the parent handbook and discussion with the director, a blanket statement is signed by parents stating that they permit their child to go on any field trips. There was no written permission for each field trip containing the date, place of field trip and signature and date of the parent.

POI (Plan of Improvement)
The program will have and use a system to obtain written parental permission in advance of the child's field trip participation and ensure the permission is signed and dated by the responsible person.

Correction Deadline: 7/17/2025

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

Comment
Observed Age appropriate learning environment

EX-HS-.R Transportation (CS) **Not Met**

Technical Assistance
The program uses BOE buses and drivers for field trips. Discussed that the program will either need to obtain a copy of the annual vehicle inspection for buses or have something in writing from the BOE stating that the vehicles are inspected annually and deemed safe. This documentation should be kept on file for the department's review at monitoring visits.

Comment
Buses were not on site and could not be inspected during the monitoring visit.

Finding
EX-HS-.R(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Program.
It was determined based on the director statement that a checklist was not used for field trips taken on June 20, 26,27, and July 10, 2025. to account for the loading and unloading of children at each location.

POI (Plan of Improvement)
The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 7/17/2025

Finding
EX-HS-.R(7)(7)1(i-iv). requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Program, and the last stop during transportation to home or school. The responsible person on the vehicle shall (i) physically walk through the entire vehicle; (ii) visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle’s interior; (iii) sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle; (iv) and give the passenger transportation checklist(s) to the second designated Staff person.
It was determined based on the director's statement that there was no documentation of a first check of the vehicle to ensure no children remained on the vehicle for field trips taken on June 20, 26,27, and July 10, 2025.

POI (Plan of Improvement)
The program will train staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The program will review and monitor.

Correction Deadline: 7/17/2025

Finding
EX-HS-.R(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check.
It was determined based on the director's statement that there was no documentation of a check of the vehicle by a second staff member to ensure no children remained on the vehicle for field trips taken on June 20, 26,27, and July 10, 2025.

POI (Plan of Improvement)
The program will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Program will review and monitor.

Correction Deadline: 7/17/2025

Sleeping & Resting Equipment

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

Comment
No infants enrolled

Staff Records

EX-HS-.K **Met**

Comment
Observed complete.

EX-HS-.N **Met**

Comment
Staff requirements met.

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

Comment
EX-HS-.D(1) - Evidence of satisfactory Comprehensive Records Check Determination letters were reviewed for all current staff.

Technical Assistance
EX-HS-.D(2) - Discussed with the director that there must be separation of space between the children present in the camp program and the community center members both inside rooms/bathrooms and outside using the pool or any
other outdoor spaces.

EX-HS-.G First Aid & CPR (NCP) **Not Met**

Technical Assistance
Discussed that effective July 1, 2025, new staff are required to obtain pediatric First Aid and pediatric CPR training within 45 days of employment. It was further discussed that programs must have at least one person with current pediatric First Aid and pediatric CPR training in each classroom at all times.

Finding
EX-HS.G(2)(a-d) requires (a) when any child is present on the premises, at least fifty percent (50%) of the caregiver staff present shall be trained in pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid. (b) There must always be one staff person present in each classroom where children are present that has current and valid pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid training. (c) During any field trip or transportation of children, there must always be a staff member present who has current evidence of the successful completion of pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid. (d) The program director must have current evidence of successful completion of pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid at all times. It was determined that the director that has been employed for two years did not have current pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid training.

POI (Plan of Improvement)
The program will ensure that at least 50% of staff are trained in pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid. The program will ensure that during any field trip or transportation of children, there must always be a staff member who is present with current evidence of pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid.

Correction Deadline: 9/3/2025

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

Comment
Staff training observed complete as required.

Staffing and Supervision

EX-HS-.O Staff:Child Ratios and Supervision (CS) **Not Met**

Finding

EX-HS-.O(3) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and students-in-training, and provide timely attention to the children's actions and needs. It was determined that students-in-training aged 16 and 17-years-old were left unattended with groups of children aged 5 through 12-years-old for undetermined amounts of time. The two students-in-training present with seven children in the Activity room were both under the age of 18-years-old, and a student-in-training under the age of 18-years-old was observed to take children to the hall restroom on several occasions during the visit without a staff member 18-years-old or older present.

POI (Plan of Improvement)

The program will ensure that a lead teacher at least 18-years-old is present with groups of children at all times and that students-in training under 18-years-old are never left unattended with children.

Correction Deadline: 7/17/2025