

**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:** 9/30/2024**VisitType:** EX-Monitoring**Arrival:** 2:30PM**Departure:** 4:35PM**EX-54634 EXMT-18717 EX-1 - Government
Gwinnett County Board of Commissioners-Britt
Elementary Afterschool Program**2503 Skyland Dr SW, Snellville GA 30078 Gwinnett
County
(678) 277-0927 tania.ballou@gwinnettcoumty.com**Mailing Address**

Same

Regional Consultant

Sherri Thompson

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sherri.thompson@dec.al.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
9/30/2024	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
Britt Cafeteria	, Fives, Six and older	4	22	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 4

#Children Count: 22

Comments:

The purpose of today's was to conduct a CAPS monitoring visit. The program was in compliance with their approved exemption category

Corrective Action Plan:Developed This Date

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:** 9/30/2024**VisitType:** EX-Monitoring**Arrival:** 2:30PM**Departure:** 4:35PM**EX-54634 EXMT-18717 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 to children in care was observed 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)**N/A****Comment**

Program does not provide swimming activities.

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

EX-HS-.C(2) - Please ensure immunization records are maintained in children's records.

Exemptions**EX-HS-.X Exemption Requirements (NCP)****Not Met****Finding**

Based on the Specialist's review of the available fire inspection, the program failed to have documentation of an annual fire inspection. The report was dated September 15, 2020.

POI (Plan of Improvement)

The program will request a copy of the most recent fire inspection report form the host school.

Correction Deadline: 10/2/2024**Facility****EX-HS-.B****Met****Comment**

EX-HS-.B(5) - Bathrooms used by children were observed to be clean on the date of the visit.

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

No hazards observed accessible to children on this date.

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

Discussed maintenance of resilient surface. Please fluff and redistribute.

Health and Hygiene

EX-HS-.U Diapering Areas & Practices (CS)	Met
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Comment

There were no children enrolled in the program on this date.

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

Discussed proper medication documentation and procedures. No medications present at the time of the visit.

Policies and Procedures

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

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

Technical Assistance

EX-HS-.J(1)(a-i) - Please ensure the program's written policy regarding staff member's requirement to report suspected child abuse/neglect is available to parent's of enrolled children.

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	N/A
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Comment

No field trips are offered

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

Age-appropriate discussion and/or redirection observed.

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

Program does not provide routine transportation.

Sleeping & Resting Equipment

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

Program serves school age children in an after school environment.

Staff Records

EX-HS-.K	Met
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Comment

EX-HS-.K(1) - Staff records were available for review.

EX-HS-.N	Met
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Comment

EX-HS-.N(1) - Individual in charge of the program was present at the time of the visit.

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

Criminal record checks were observed to be complete.

Comment

EX-HS-.D(4)(c) - If a staff member has a break in service for six months or longer, please have them document their employment history during the break. Staff who have had a break in service for six months or longer and have not worked in child care are required to have updated criminal background checks.

EX-HS-.W First Aid & CPR (NCP)	Met
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Comment

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

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

Observed training for all staff members on this date.

Staffing and Supervision

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

Adequate supervision observed on this date.