

**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:** 4/24/2024**VisitType:** EX-Monitoring**Arrival:** 1:20PM**Departure:** 3:45PM**EX-42897 EXMT-4840 EX-1 - Government
Bright Star Elementary (Douglas County School
ASP)**6300 John West Road, Douglasville GA 30134
Douglas County
(770) 651-3400 kacia.thompson@dcssga.org**Mailing Address**

Same

Regional Consultant

Rosalyn Elder

Phone: (404) 780-0868

Fax: (770) 232-1931

rosalyn.elder@dec.al.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
4/24/2024	EX-Monitoring	Prevention	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		0	0	Y	
Music Room	, Fives, Six and older	4	46	Y	Holding room - free play

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 4

#Children Count: 46

Comments:

On April 24,, 2024, an (in-person) visit was conducted at the facility for the purpose of the CAPS Health and Safety Monitoring with Ms. Melissa Hill, Site Coordinator. The children's hands are washed/sanitized before & after eating, after toileting and physical play. It was determined through the through discussion, the program's hours of operation has changed to 2:05 p.m. to 6:00 p.m. The program will submit an exemption amendment form.

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).

**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

(Findings Report)**Date:** 4/24/2024**VisitType:** EX-Monitoring**Arrival:** 1:20PM**Departure:** 3:45PM**EX-42897 EXMT-4840 EX-1 - Government
Bright Star Elementary (Douglas County School
ASP)**6300 John West Road, Douglasville GA 30134
Douglas County
(770) 651-3400 kacia.thompson@dcssga.org**Mailing Address**

Same

Regional Consultant

Rosalyn Elder

Phone: (404) 780-0868

Fax: (770) 232-1931

rosalyn.elder@dec.state.ga.us

Joint with:

The following information is associated with a Exemption Monitoring:**Activities and Equipment****EX-HS-.A****Met****Comment**

EX-HS-.A(1) - The Provider does ensure there is a daily prescribed program of varied and developmentally appropriate activities such as STEM, Art, Enrichment, Technology, Independent reading, indoor and outdoor playtime activities.

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

The equipment and furniture were observed to be properly secured, as applicable. The staff ensures the tables and chairs are sanitized daily.

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****Met****Comment**

EX-HS-.C(1) – The Provider does maintain a file for each child while such child is in care at the program. The file does contain the following: identifying information about the child to include: name, date of birth, gender, address, and names of both Parents, if applicable, cell phone and emergency contact information as well as the person(s) to whom the child may be released. The file also includes the immunization and birth certificates for each child.

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

EX-HS-.X(1) - The Program is in compliance with the posting of the Exemption Approval letter and certificate. Both are adjacent to each other and placed in a prominent area in the main lobby.

Comment

EX-HS-.X(4) - A program must be in compliance with applicable laws and regulations issued by the state fire marshal, the proper local fire marshal, or state inspector. It was determined by the examination of records, the Program had a fire inspection from the county in July 2023.

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

EX-HS-.B(2) - It was determined through observation, the bathrooms are located adjacent to the child care areas. The supplies are within easy reach for the children and equipped with soap, toilet tissue and single-use towels.

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

There were no hazards observed accessible to children on this date.

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

The playground were observed to be clean and in good repair. The resilience surfacing needs to be refluffed around the fall zones.

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

No diapered children are enrolled.

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

Hand washing was not observed during the visit but proper hand washing rules were discussed.

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

Medications are dispensed and are inaccessible to the children. The medications are stored in the school's clinic.

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

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

Comment

Observed evidence of documented fire, tornado, and lock down drills.

Comment

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

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

There were no incidents or injuries that required reporting.

Safety**EX-HS-.S****N/A****Comment**

No field trips are offered.

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

Comment

Determined age-appropriate discipline is communicated to staff on this date.

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-.K	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	Met
----------	-----

Comment

EX-HS-.N(1) - The Site Coordinator is responsible for the supervision, operation, and maintenance of the program. The Site Coordinator is 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.

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.

EX-HS-.P Staff Training (NCP)	Not Met
-------------------------------	---------

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 which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined through discussion and the review of records, six (6) of six (6) staff members have not completed the 10 hour of annual training.

POI (Plan of Improvement)

The Program will ensure that all of the staff complete the annual 10 hours of training. The Plan of Improvement will be reviewed during the next CAPS Health and Safety Monitoring visit.

Correction Deadline: 8/1/2024

Staffing and Supervision

Comment

Adequate supervision observed on this date.