

**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:** 2/13/2025**VisitType:** EX-Monitoring**Arrival:** 3:10PM**Departure:** 4:25PM**EX-43890 EXMT-6397 EX-1 - Government
DeKalb County Schools ASED - Flat Rock**4603 Evans Mill Road, Lithonia GA 30038 DeKalb
County
(678) 875-3202 corella_floyd@dekalbschoolsga.org**Mailing Address**

Same

Regional Consultant

Melissa Malone

Phone: (770) 359-5224

Fax: (770) 302-9130

melissa.mcfarlin@decal.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
2/13/2025	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 (Level 1 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
Cafe	PreK, Fives, Six and older	2	25	Y	
Gym		0	0	Y	
Media Center		0	0	Y	
PG		0	0	Y	
Room 312		0	0	Y	
Room 317		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 2

#Children Count: 25

Comments:

February 13, 2025, an in person visit was conducted for the purpose of a CAPS Monitoring Visit. In addition, an administrative review was conducted on this date to review required documents. The director was not present during the visit. The other staff members did not have access to children's and staff records.

Corrective Action Plan: No Plan Developed



Please refer the website, <http://www.dec.state.ga.us/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:** 2/13/2025**VisitType:** EX-Monitoring**Arrival:** 3:10PM**Departure:** 4:25PM**EX-43890 EXMT-6397 EX-1 - Government
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Joint with:

The following information is associated with a Exemption Monitoring:**Activities and Equipment****EX-HS-.F Equipment & Toys (CS)****Met****Comment**

Equipment and furniture observed to be properly secured, as applicable.

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

Program does not provide swimming activities.

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

The program did not have files ready for review as required. The staff members did not have access to the files.

POI (Plan of Improvement)

The program will ensure children's files are updated and remain on file for review. All files including children's files will be reviewed on a follow up visit.

Correction Deadline: 2/28/2025**Finding**

EX-HS-.C(4) requires the Program to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request. It was determined based on administrative review that the program could not provide evidence of attendance for the children in the program.

POI (Plan of Improvement)

The Program will ensure children's records are updated and on file as required. All files including attendance will be reviewed at the follow up visit.

Correction Deadline: 2/13/2025**Exemptions****EX-HS-.X Exemption Requirements (NCP)****Met****Comment**

Observed compliance with the local zoning fire safety agencies and local building authorities on this date. An updated fire inspection was observed on this date.

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

No hazards observed.

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

Playground observed to be clean and in good repair.

	Health and Hygiene
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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

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

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

Medication is not dispensed

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

Observed evidence of written policies and procedures that describe the Program's operations on this date.

Comment

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

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

There were no incidents or injuries that required reporting.

	Safety
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EX-HS-.S	N/A
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Comment

No field trips are conducted at the program.

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

Staff were observed to maintain an age appropriate learning environment on this date.

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

The program does not provide routine transportation. Transportation procedure discussed.

	Sleeping & Resting Equipment
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Comment

No infants are enrolled.

Staff Records

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

Met

Comment

Ten of ten Criminal record checks were observed to be complete.

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

Not Met

Finding

EX-HS-.W(1) When any child is present, there must be a staff member who is trained in pediatric CPR and first aid on the premises, on any field trip, or when transporting children. . It was determined based on administrative review that the program was unable to provide evidence of Pediatric CPR and First Aid training for ten of ten staff members as required.

POI (Plan of Improvement)

The program will develop a schedule to ensure there is always a staff person with current first aid and pediatric CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date. All staff files including Pediatric CPR and First aid certifications will be reviewed on the follow up visit.

Correction Deadline: 3/15/2025

EX-HS-.P Staff Training (NCP)

Not Met

Finding

EX-HS-.P(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016, and staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on administrative review that the program was unable to provide evidence of Health and Safety training for ten of ten staff members as required. Staff members are required to complete Health and Safety training with 90 days of hire.

POI (Plan of Improvement)

The program will develop and implement a plan to schedule and track this training for all employees based on their hire dates. All staff files including Health and Safety will be reviewed on the follow up visit.

Correction Deadline: 3/15/2025

Staffing and Supervision

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

Met

Comment

Appropriate staff-child ratios were observed on this date.