

**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.gov

(Cover Sheet)**Date:** 3/17/2025**VisitType:** EX-Monitoring**Arrival:** 2:40PM**Departure:** 5:00PM**EX-42733 EXMT-12557 EX-1 - Government
Cobb County District ASP –Picketts Mill
Elementary School**6400 Old Stilesboro Road, Acworth GA 30101 Cobb
County
(770) 975-7172 diana.penge@cobbk12.org**Mailing Address**

Same

Regional Consultant

Nilia Lalin

Phone: (770) 405-7929

Fax: (404) 591-4949

nilia.lalin@dec.state.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
3/17/2025	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
Big Playground	, Six and older	5	43	Y	
Field Area	, Six and older	3	31	Y	
Gym		0	0	Y	
Pre K Room		0	0	Y	
Small Playground	, Fives, Six and older	3	30	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 11

#Children Count: 104

Comments:

Corrective Action Plan: Developed This Date



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).

**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:** 3/17/2025**VisitType:** EX-Monitoring**Arrival:** 2:40PM**Departure:** 5:00PM**EX-42733 EXMT-12557 EX-1 - Government
Cobb County District ASP –Picketts Mill
Elementary School**6400 Old Stilesboro Road, Acworth GA 30101 Cobb
County
(770) 975-7172 diana.penge@cobbk12.org**Mailing Address**

Same

Regional Consultant

Nilia Lalin

Phone: (770) 405-7929

Fax: (404) 591-4949

nilia.lalin@dec.state.ga.us

Joint with:

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

A daily planned program of varied and developmentally appropriate activities observed with various teaching methods to accommodate different learning styles.

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.

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

EX-HS-.X(1) requires a program granted an exemption to post in a prominent place near the front entrance of the facility both a copy of the exemption approval letter issued by the department and a notice provided by the department that will notify a parent or guardian that the program is not licensed and is not required to be licensed by the state. It was determined based on observation that the exemption approval letter and certificate were not posted by the program's main entrance.

POI (Plan of Improvement)

The Program will post the exemption approval letter and certificate by the program's main entrance.

Correction Deadline: 3/17/2025**Finding**

EX-HS-.X(4) requires the program to comply with local, regional, and state health department, fire marshal, fire prevention, and building/zoning guidelines. It was determined based on review of records that the program did not submit a fire inspection report for review.

POI (Plan of Improvement)

The program will comply with the fire marshal guidelines and submit a fire inspection report to this department during the next monitoring visit.

Correction Deadline: 3/17/2025**Facility**

Technical Assistance

Observed staff backpacks accessible to children. Technical assistance provided to please be mindful to keep items that pose a hazard inaccessible to children.

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

Playground observed to be clean and in good repair.

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

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

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

Medication is not dispensed

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

It was determined that the program provides Parents a copy of the Program's written policies and procedures. Additionally, the program conducted emergency drills as required.

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**

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

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

Program does not provide routine transportation.

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

No infants are enrolled.

EX-HS-.K

Not Met

Finding

EX-HS-.K(1) requires the program to maintain a personnel file on the director, all employees, provisional employees, personnel, staff, students-in-training, volunteers, clerical, housekeeping, maintenance, and other support staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules, which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and, as applicable to the position held, evidence of required orientation, including date and signature of person providing the orientation; It was determined based on review of records that the program did not maintain a personnel file that contained identifying information on 17 out of 17 staff members.

POI (Plan of Improvement)

The program will secure required information for all personnel. The program will ensure that complete information is in the personnel file for all directors, employees, provisional employees, personnel, staff, students-in-training, volunteers, clerical, housekeeping, maintenance, and other support staff.

Correction Deadline: 3/22/2025

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(2) requires the initial orientation to include the following subjects: the Program's policies and procedures; the portions of these rules dealing with the care, health and safety of children; the Employee's assigned duties and responsibilities; reporting requirements for suspected cases of child abuse, neglect or deprivation; communicable diseases and serious injuries; emergency plans Do we need to list out every emergency plan (ex: loss of power, water, lockdown shelter in place, etc.); childhood injury control; the administration of medicine; reducing the risk of Sudden Infant Death Syndrome (SIDS); hand washing; fire safety; water safety; and prevention of HIV/Aids and blood borne pathogens. It was determined based on review of records that nine out of 17 staff members had incomplete initial program orientation forms; all nine were missing dates of employment and the date that the orientation was conducted.

POI (Plan of Improvement)

The program will provide orientation in all missing subjects to the employee(s) and will take steps to provide a complete orientation to new employees in the future.

Correction Deadline: 3/17/2025

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 review of documentation that three out of five staff members did not complete the 10 hours health and safety training within 90 days of employment.

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.

Correction Deadline: 4/16/2025

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 that is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university, vocational program, or other department-approved source. It was determined based on review of records that 10 out of 17 employees did not complete 10 hours of ongoing training.

POI (Plan of Improvement)

The program will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 4/16/2025

Staffing and Supervision	
--------------------------	--

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

Met

Comment

Program observed to maintain appropriate staff: child ratios.