

**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:** 4/9/2024**VisitType:** EX-Monitoring**Arrival:** 2:15PM**Departure:** 4:20PM**EX-42919 EXMT-4863 EX-1 - Government
Winston Elementary (Douglas County School
ASP)**13691 Veterans Memorial Hwy, Winston GA 30187
Douglas County
(770) 651-4700 kacia.thompson@dcssga.org**Mailing Address**

Same

Regional Consultant

Nilia Lalin

Phone: (770) 405-7929

Fax: (404) 591-4949

nilia.lalin@dec.al.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
4/9/2024	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
501		0	0	Y	
504		0	0	Y	
Cafeteria	, Fives, Six and older	1	21	Y	
Playground		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 1

#Children Count: 21

Comments:

The Specialist met with Ms. Zachary program director, for the purpose of completing a CAPS Monitoring Visit.

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:** 4/9/2024**VisitType:** EX-Monitoring**Arrival:** 2:15PM**Departure:** 4:20PM**EX-42919 EXMT-4863 EX-1 - Government
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The following information is associated with a Exemption Monitoring:**Activities and Equipment****EX-HS-.A****N/A****Comment**

Observed a variety of activities offered to children.

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

The program maintained a complete file for each child enrolled in the program.

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

Observed the exemption approval letter and certificate posted by the main entrance. Program was operating as approved.

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 submit to this department a fire inspection report completed by the fire marshal during the next CAPS monitoring visit.

Correction Deadline: 4/9/2024**Facility**

EX-HS-.B	Met
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Comment

Observed bathrooms to be clean and equipped with liquid soap, running water, and paper towel.

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

Program appears clean and well maintained.

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

Playground not observed on this date due to inclement weather.

Health and Hygiene

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

No diapered children are enrolled.

EX-HS-.H Hygiene (NCP)	Not Met
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Finding

EX-HS-.H(1) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids, and after contamination by any other means. It was determined based on observations that children did not wash their hands with liquid soap and warm running water upon arrival for care and before and after having snacks.

POI (Plan of Improvement)

Children will wash their hands with liquid soap and warm running water before and after having snacks.

Correction Deadline: 4/9/2024

Finding

EX-HS-.H(2) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any other means. It was determined based on observation that staff did not wash their hands with liquid soap and warm running water after handling food.

POI (Plan of Improvement)

Staff member will wash their hands with liquid soap and warm running water before and after handling food to the children.

Correction Deadline: 4/9/2024

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

Observed proper medication documentation and and storage.

Policies and Procedures

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

Completed emergency drills documentation was observed on this date.

Comment

Observed evidence of written policies and procedures that describe the Program's operations 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**

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.

Staff Records

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)**Technical Assistance****Technical Assistance**

TA provided to ensure that all staff completes both CPR and first aid training.

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

Observed completed staff orientation documentation on this date.

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 based on review of records that three out of five employees did not complete 10 hours of ongoing training.

POI (Plan of Improvement)

The Program will ensure that all employees complete 10 hours of ongoing annual training.

Staffing and Supervision

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

Met

Comment

Adequate supervision observed on this date.