

**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:** 11/26/2024**VisitType:** EX-Monitoring**Arrival:** 1:00PM**Departure:** 2:50PM**EX-53799 EXMT-18295 EX-7 - Day camp****Drama and Arts Academy**286 GA-314, Fayetteville GA 30214 Fayette County
(470) 582-8961 elitedramaandarts@gmail.com**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
11/26/2024	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
Back Room		0	0	Y	
Hallway Room	, Six and older	2	5	Y	
Piano Room		0	0	Y	
Theatre Room		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 2

#Children Count: 5

Comments:

On November 26, 2024, an (in-person) visit was conducted at the facility for the purpose of the CAPS Health and Safety Monitoring with Ms. Hazel Simpson, Owner. It was determined through the observation of records and through discussion, that the Program is operating as approved.

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:** 11/26/2024**VisitType:** EX-Monitoring**Arrival:** 1:00PM**Departure:** 2:50PM**EX-53799 EXMT-18295 EX-7 - Day camp
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The following information is associated with a Exemption Monitoring:**Activities and Equipment****EX-HS-.A****Met****Comment**

EX-HS-.A(1) - The Provider does provide a daily prescribed program of varied and developmentally appropriate activities such as dancing, sign language, and acting that promotes the social, emotional, creative, physical, cognitive, language and literacy development of each child.

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

The equipment and furniture observed to be properly secured, as applicable. The tables and chairs are wiped down and sanitized with Lysol.

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) - It was determined by observation of the student records, the Provider does maintain excellent record keeping 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, sex, 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. Also each file contain copies of the child's birth certificate, immunization records and the parental acknowledgement stating the parent is aware the program is not licensed nor required to be licensed.

Exemptions**EX-HS-.X Exemption Requirements (NCP)****Technical Assistance****Technical Assistance**

EX-HS-.X(1) - Technical Assistance was provided regarding the posting of the exemption approval letter to be placed adjacent to the exemption certificate in a prominent area.

Comment

EX-HS-.X(4) - It was determined through the observation of records the provider is in compliance with the local fire safety agencies and building authorities on this date. The last fire inspection was conducted June 24, 2024, by the Fayette County Fire Department.

Facility

EX-HS-.B	Met
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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
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Comment

The facility appears to be clean and well maintained with no potential hazards on this date.

EX-HS-.M Playgrounds (CS)	N/A
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Comment

No playground is provided.

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)	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

Medications are not dispensed.

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

Technical Assistance was provided regarding the importance of also ensuring emergency preparedness by establishing written policies and procedures for the Evacuation, Relocation, Shelter in Place, and Reunification of families in case of a natural disaster. Fire drills should be conducted monthly and severe weather/lockdowns twice a year and should be documented.

Technical Assistance

EX-HS-.J(1)(a-i) requires the Program to establish and implement written policies and procedures that describe the Program's operations as follows: (a) the exclusion of children with contagious illness; (b) notification of parents in the event their child becomes ill while at the facility; (c) the notification of all parents of enrolled children when a reportable contagious illness is present in the facility; (d) the prevention of and response to food and allergic reactions; (e) emergency preparedness and response. A written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the program. The program will have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and will include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions. Such plan shall include assurance that no Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals; (f) the handling and appropriate disposal of bodily fluids and storage of hazardous materials (soiled clothing and bedding); (g) recognition and reporting of child abuse and neglect; (h) fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Program shall maintain documentation of the dates and times of these drills for two years; (i) provide to Parents a copy of the Program's written policies and procedures. It was determined through discussion, there is no documentation of any fire/tornado and lockdown drills, however the Program has been conducting drills and will now ensure all will be documented accordingly.

POI (Plan of Improvement)

The Program will start documenting all fire/severe weather and lockdown drills.

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.

Comment

EX-HS-.N(1) - The Director is responsible for the supervision, operation, and maintenance of the program. The Director 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 on this day.

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

Not Met

Finding

EX-HS-.W(1) requires Program Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Program shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined by the observation of records, two (2) out of four (4) staff members have completed the CPR/First Aid certification training.

POI (Plan of Improvement)

The Program will ensure all of the staff members complete CPR/First Aid training.

Correction Deadline: 12/31/2024

EX-HS-.P Staff Training (NCP)

Not Met

Comment

Observed training for all staff members on this date.

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 by the observation of records, one (1) out of four (4) staff members have completed the Health and Safety Orientation training.

POI (Plan of Improvement)

The Program will ensure all of the staff members complete the Health and Safety Orientation training within 90 days of employment.

Correction Deadline: 12/31/2024

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 by the review of records, one (1) of the four (4) staff members have completed the 10 Hours Annual Training.

POI (Plan of Improvement)

The Program will ensure all of the employees complete the 10 Hours of Annual training.

Correction Deadline: 12/31/2024

Staffing and Supervision

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

Met

Comment

Adequate supervision observed on this date.

