

**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

(Cover Sheet)**Date:** 9/22/2026 **VisitType:** EX-CAPS-Monitoring**Arrival:** 11:05AM **Departure:** 2:55PM**EX-43132 EXMT-5200 EX-7 - Day camp**
Northwest Family YMCA1700 Dennis Kemp Lane, Kennesaw GA 30152
Cobb County**Mailing Address****Exemption Unit Consultant**

Nilia Lalin

Phone: (470) 346-1768

Fax:

nilia.lalin@dec.state.ga.us

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
9/22/2026	EX-CAPS-Monitoring	Prevention	Prevention Level 1 (P1)	Intermediate Level 1 (I1)	Dismissal (D)
9/22/2026	EX-CAPS-Monitoring	Prevention	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
Back Carpeted Room	, Six and older	1	11	Y	
Gym		0	0	Y	
Playground		0	0	Y	
Swimming Pool		0	0	Y	
The Pavillion	, Fives, Six and older	1	11	Y	
The Stage		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 2

#Children Count: 22

Comments:

The program was operating as approved by the exemption category.

Please refer to the Exemption page of the website, <https://www.decal.ga.gov/CCS/Exemptions.aspx> for information regarding 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

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the user id for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific standard number(s) that you are refuting, add the reason for disagreement regarding the standard citation, and upload supporting documentation.
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

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The following information is associated with a EX-CAPS-Monitoring:**Activities and Equipment****EX-HS-.A Activities****EX-HS-.A(1) - Activities & Teaching Methods Not Planned/Varied/Appropriate****Met**

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

EX-HS-.A(2)(a-c) - Individual attention/inadequate response to child's needs**Met**

Individual attention and response to the children's needs were observed on this date.

EX-HS-.A(3) - Activities that are not detrimental**Met**

Activities observed to be appropriate and safe.

EX-HS-.F Equipment & Toys**EX-HS-.F(1)(a-b) - Equipment/Furniture/ Materials Not Safe/ Appropriate****Met**

The equipment, materials and furniture observed to be used appropriately.

EX-HS-.F(2)(a-b) - Indoor Equipment/Furniture-hazardous/not clean**Met**

The indoor equipment observed clean and free of hazards and used by the age-appropriate group on this date.

EX-HS-.F(2)(c) - Indoor Equipment Placement-Unsafe/Restrict Movement**Met**

Furniture and equipment observed to be placed to minimize risk of incident or injury on this date.

EX-HS-.F(2)(d) - Unsecured Indoor Equipment/Furniture**Met**

Equipment and furniture observed to be secure on this date.

EX-HS-.Q Swimming Pools & Water-related Activities(CS)**EX-HS-.Q(1) - Swimming/Wading Pool Accessible To Children (CS)****Met**

Swimming pool observed to be adequately fenced on this date.

EX-HS-Q(2)(a-b) - Inadequate Staff: Child Ratio-Water>2 Ft/No Swim test/ No Lifeguard (CS)	Met
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Appropriate swimming ratios and documentation of lifeguard certification observed.

EX-HS-Q(3) - Inadequate Staff: Child Ratio-Water< 2Ft (CS)	Met
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Swimming ratios met.

EX-HS-Q(4)(a-d) - No Additional Adult As Required	Met
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Program was not actively participating in swimming activities at the time of the visit.

EX-HS-Q(5) - No Local Pool Approvals	Met
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Observed local approvals for swimming pool as required.

EX-HS-Q(6) - No Parental Permission for Swimming	Met
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Parental permission for swimming observed on file.

Children's Records

EX-HS-.C Children's Records

EX-HS-.C(1)(a-f) - Enrollment Form Incomplete	Met
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Observed complete children's files as required on this date.

EX-HS-.C(2) - Immunization Record-Incomplete	Met
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Observed documentation of immunizations as required on this date.

EX-HS-.C(3) - Documentation Of Incident-Incomplete	Met
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Documentation of incident reports observed as required.

EX-HS-.C(4) - Transportation Records Not Available, Complete, or Maintained	Met
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Observed documentation of transportation records as required on this date..

EX-HS-.C(5) - Attendance Records Not Available, Complete, or Maintained	Met
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Observed documentation of attendance records as required on this date.

Exemptions

EX-HS-.W Exemption Requirements

EX-HS-.W(1) - Exemption Notice Not Posted	Met
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Observed exemption approval letter and notice to be posted in a prominent place at the program as required.

EX-HS-.W(2) - No Parent Agreement	Met
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Observed signed parent agreements notifying of program's exempt status.

EX-HS-.W(3) - Operating outside conditions	Met
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Program observed to be operating as approved.

EX-HS-.W(4) - Required Information Not Provided	Met
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Program has provided all required information.

Facility

EX-HS-.B Bathrooms

EX-HS-.B(1) - Inadequate Number of Toilets/Sinks	Met
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Adequate number of flush Flush toilets and hand washing sinks with running water observed.

EX-HS-.B(2) - No Bathroom On Floor/Child Care Area	Met
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Bathrooms located on each floor in or adjacent to child care areas and rooms.

EX-HS-.B(3) - School Age Program-Inadequate # Facilities	Met
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Bathrooms for school age children observed adequate.

EX-HS-.B(4) - Bathroom Supplies Missing/Cloth Towels Reused Between Laundering	Met
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Observed access to bathroom supplies.

EX-HS-.B(5) - Bathrooms Not Cleaned Daily	Met
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Observed bathrooms cleaned and disinfected.

EX-HS-.L Physical Plant(CS)

EX-HS-.L(2) - Fire Safety No Certificate Of Occupancy	Met
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Observed fire inspection dated within 12 months.

EX-HS-.L(3) - Unsafe Storage Of Hazardous Items (CS)	Met
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No hazards observed accessible to children on this date.

EX-HS-.L(4) - Clean, free of debris, free of repair	Met
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The program appears clean and well maintained.

EX-HS-.L(5) - Electrical Outlets not Covered	Met
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Electrical outlets observed inaccessible to children on this date on this date.

EX-HS-.L(6) - Heating and Cooling Equipment Accessible	Met
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Heating and cooling equipment observed inaccessible.

EX-HS-.L(7) - No Operable Telephone	Met
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An operable telephone and all required posted numbers were observed on this date.

EX-HS-.M Playgrounds(CS)

EX-HS-.M(1) - Not Adequately Fenced/Enclosed/ Hazardous/Gate Not Closed (CS)	Met
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Playground observed to be adequately fenced as required.

EX-HS-.M(2) - Equipment -Lacks Variety/Age Appropriate/Obstructs Supervision/Hazardous (CS)	Met
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The program playground equipment was clean and free of hazards.

EX-HS-.M(3) - Inadequate Fall zones and surfacing (CS)	Met
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Resilient surfacing and fall zones observed to be adequate on this date.

EX-HS-.M(4) - Unclean/Litter/Hazards On Play Area (CS)	Met
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Playground was observed to be clean and free of hazards on this date.

Health and Hygiene

EX-HS-.U Diapering Areas & Practices(CS)

EX-HS-.U(1) - No Hand Washing Sink Adjacent/Flush Sink Used (CS)	Not Applicable
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Diapering standards not applicable to program.

EX-HS-.U(2) - Changing Surface Porous/No Guard or Rails/Not Smooth/Not Cleaned (CS)	Not Applicable
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Diapering standards not applicable to program.

EX-HS-.U(3) - Child Unattended on Diapering Area	Not Applicable
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Diapering standards not applicable to program.

EX-HS-.U(4) - Diapering/Food Service In Same Area (CS)	Not Applicable
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Diapering standards not applicable to program.

EX-HS-.U(5) - Hazards Within Reach (CS)	Not Applicable
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Diapering standards not applicable to program.

EX-HS-.U(6) - Soiled Diapers Accessible	Not Applicable
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EX-HS-.H Hygiene

EX-HS-.H(1) - Children-No Handwashing

Met

Discussed proper handwashing procedures with staff on this date.

EX-HS-.H(2) - Staff-No Handwashing

Met

Discussed proper handwashing procedures with staff on this date.

EX-HS-.I Medications(CS)

EX-HS-.I(1) - No/Incomplete Parental Authorization; Incorrectly Dispensed (CS)

Met

Observed complete medication authorizations on file this date.

EX-HS-.I(2) - Incomplete Dispensing Record (CS)

Met

Observed complete medication authorizations on file this date.

EX-HS-.I(3) - Medication Accessible To Children/Not Refrigerated (CS)

Met

Discussed storage requirements for medication on this date.

Policies and Procedures

EX-HS-.J Operational Policies & Procedures

EX-HS-.J(1)(a-m) - Incomplete Policies and Procedures

Met

Observed evidence of complete written policies and procedures on this date.

EX-HS-.J(2) - Not Conducting Emergency Drills

Met

Observed written evidence of drills conducted within the program on this date.

EX-HS-.J(3) - P & P Not Provided To Parents

Met

Parents are provided a copy of the program's policies and procedures as required.

EX-HS-.T Required Reporting

EX-HS-.T(1) - Child Abuse Not Reported

Met

The program has adequately reported as required.

EX-HS-.T(2) - Communicable Disease Not Reported

Met

The program has adequately reported as required.

EX-HS-.T(3) - Serious Incident Not Reported To Department

Met

The program has adequately reported as required.

EX-HS-.T(3)(a) - Records Not Available	Met
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Records made available to the Department as required.

EX-HS-.T(4) - Criminal Record Not Reported	Met
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There were no changes in criminal record information that were required to be reported.

Safety

<u>EX-HS-.E Discipline(CS)</u>

EX-HS-.E(1) - Discipline Detrimental (CS)	Met
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Appropriate disciplinary methods observed on this date.

EX-HS-.E(2)(a-m) - Inappropriate Disciplinary Actions (CS)	Met
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Observed appropriate discipline on this date.

<u>EX-HS-.S Field Trips</u>

EX-HS-.S(1) - No/Incomplete Parental Permission	Met
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Observed signed parental permission for field trips on this date.

EX-HS-.S(2) - Participant List Not Complete/Taken	Met
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Observed complete participant lists for field trips on this date.

EX-HS-.S(3) - Emergency Med Info Forms Missing Info /Not At Program/Not On Trip	Met
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Complete emergency medical information observed for field trips on this date.

<u>EX-HS-.R Transportation(CS)</u>

EX-HS-.R(1)(a) - No Annual Vehicle Safety Check	Met
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Annual vehicle inspection observed complete and on file on this date.

EX-HS-.R(1)(b) - Vehicle Interior Not Clean	Met
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Vehicle appears clean and well maintained.

EX-HS-.R(1)(c) - Child Passenger Restraints (CS)	Met
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Discussed use of passenger restraints.

EX-HS-.R(1)(d) - Vehicle Exceeds Seating Capacity	Met
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Discussed vehicle seating capacity.

EX-HS-.R(1)(e) - Vehicle Seats Not Secured	Met
Seats observed secured in vehicle.	
EX-HS-.R(1)(f) - No Fire Extinguisher on Vehicle	Met
Fire extinguishers observed on vehicle(s).	
EX-HS-.R(2) - Driver not 18 or no valid license	Met
Discussed driver transportation requirements on this date.	
EX-HS-.R(3) - Additional Staff Requirements (CS)	Met
Discussed transportation staffing requirements with program on this date.	
EX-HS-.R(4)(a) - Staffing Requirements - more than 36 children <5 years not met	Met
Discussed transportation requirements with program on this date.	
EX-HS-.R(4)(b) - Staffing Requirements - more than 36 children >5 years not met (CS)	Met
Discussed transportation requirements with program on this date.	
EX-HS-.R(5) - No Parental authorization	Met
Observed written parental authorizations for transportation on file.	
EX-HS-.R(6)(a) - No Program and Passenger Information (CS)	Met
Discussed transportation requirements.	
EX-HS-.R(6)(b) - No Emergency Medical Information (CS)	Met
Observed complete emergency medical information on all children being transported.	
EX-HS-.R(6)(c) - Passenger Transportation Checklist not Department approved or None (CS)	Met
Observed approved transportation checklists on this date.	
EX-HS-.R(6)(c)1. - Transportation Checklist Names Not Included (CS)	Met
Observed transportation checklists complete.	
EX-HS-.R(6)(c)2. - Load/Unload Not Accounted For (CS)	Met
Observed transportation checklists complete.	
EX-HS-.R(6)(c)3.(i-ii) - No Departure/Arrival Time (CS)	Met

Observed transportation checklists complete.

EX-HS-.R(6)(c)4.(i-ii) - Did Not Give Completed Transportation Checklist to Director or Director's Designee (CS)	Met
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Observed transportation checklists complete.

EX-HS-.R(6)(c)5. - Transportation Checklist Not Maintained 3 Years	Met
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Observed maintenance of the transportation checklists.

EX-HS-.R(6)(c)6. - Not Checking the Vehicle as Required (CS)	Met
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Observed transportation checklists complete.

EX-HS-.R(6)(c)7.(i-iii) - No Responsible Person checked vehicle - 1st Check (CS)	Met
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Observed documentation of first check on transportation checklists complete.

EX-HS-.R(6)(c)7.(iv) - No Responsible Person checked vehicle - 2nd Check (CS)	Met
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Observed documentation of second check on transportation checklists complete.

EX-HS-.R(6)(c)7.(v) - No Documentation of Check When Second Person Not Available (CS)	Met
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Observed documentation of second check on transportation checklists complete and appropriate reporting.

EX-HS-.R(7) - Child Unattended on Vehicle (CS)	Met
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Transportation standard met.

EX-HS-.R(9) - No Emergency Transportation Available	Met
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Program has emergency transportation available.

Sleeping & Resting Equipment

EX-HS-.V Safe Sleeping and Resting Requirements(CS)

EX-HS-.V(1) - Crib does not meet safety standards (CS)	Not Applicable
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Program does not provide care for infants.

EX-HS-.V(2) - Crib mattress not firm/2" (CS)	Not Applicable
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Program does not provide care for infants.

EX-HS-.V(3) - Crib Sheet not tight-fitting/changed (CS)	Not Applicable
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Program does not provide care for infants.

EX-HS-.V(4) - Crib Construction not safe (CS)	Not Applicable
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Program does not provide care for infants.

EX-HS-.V(5) - Infant not placed on back to sleep / Swaddling used (CS)	Not Applicable
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Program does not provide care for infants.

EX-HS-.V(6) - Objects in/on Cribs (CS)	Not Applicable
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Program does not provide care for infants.

EX-HS-.V(7) - Wedge/Positioning Device Used (CS)	Not Applicable
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Program does not provide care for infants.

EX-HS-.V(8) - Infant Sleeping Not in Crib (CS)	Not Applicable
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Program does not provide care for infants.

Staff Records

Records Reviewed:

Records with Missing/Incomplete Components: 5

#Error	Not Met
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Date of Hire: 04/12/2023

"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours

#Error	Not Met
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"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours

#Error	Not Met
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Date of Hire: 11/28/2022

"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours

#Error	Not Met
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Date of Hire: 11/25/2025

"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours

#Error	Not Met
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Date of Hire: 04/16/2021

"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours

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

EX-HS-.D(1)(a)1. - No Application/ Fingerprints Submitted	Met
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Evidence of Criminal Records Checks observed on file on this date.

EX-HS-.D(10) - Recheck Not Obtained as Required	Met
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Program observed to obtain criminal record rechecks as required.

EX-HS-.D(2) - Director/Employee No CRC (CS)	Met
Observed evidence of satisfactory Comprehensive Records Check Determination letters on this date.	
EX-HS-.D(3)(a) - Provisional Employee No CRC (CS)	Met
Program maintained evidence of satisfactory Fingerprint Records Check Determination letters on this date.	
EX-HS-.D(4) - Person with Unsat Present (CS)	Met
All staff observed on premises this date have satisfactory records check determinations.	
EX-HS-.D(5) - Valid Evidence Fingerprint Check Not Maintained	Met
Valid evidence of fingerprint checks maintained on file and observed this date.	
EX-HS-.D(6) - Valid Evidence Comprehensive Check Not Maintained	Technical Assistance
Please maintain valid evidence of comprehensive checks on file for all staff members.	
EX-HS-.D(7) - Failure to Request Out of State Information	Met
Program observed to obtain records checks as required and documentation of records checks observed on file this date.	
EX-HS-.D(8) - Employee - Satisfactory Comprehensive Records Check Determination Not Ported	Met
Program ported staff Comprehensive Records Checks as required.	
EX-HS-.D(9) - Student-in-Training Records Check Not Ported	Met
No student in training at the program.	
<u>EX-HS-.G First Aid & CPR(CS)</u>	
EX-HS-.G(1)(a-b) - CPR/First Aid Training Not Obtained	Met
Observed evidence of staff training in pediatric CPR and pediatric first aid on this date.	
EX-HS-.G(2)(a) - Staffing Requirements - 50% Not Certified in FA/CPR	Met
50% of staff observed trained in pediatric CPR and first aid as required on this date.	
EX-HS-.G(2)(a-d) - Staff certification	Met
Observed evidence of staff training in CPR and first aid on this date.	
EX-HS-.G(2)(b) - Staffing Requirements - No one in classroom FA/CPR trained (CS)	Met
At least one person was observed in each classroom with valid and current pediatric CPR and pediatric first aid training.	

EX-HS-.G(2)(c) - Staffing Requirements - No Person FA/CPR Trained for Transportation/Field Trip	Met
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Person trained in pediatric CPR and pediatric first aid present on field trip/during transportation of children.

EX-HS-.G(2)(d) - Staffing Requirements - Director Not Trained FA/CPR	Met
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Director observed to have current pediatric first aid and pediatric CPR training.

EX-HS-.G(3) - Missing First Aid Supplies	Met
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Complete first aid kit observed in building(s) and on vehicle(s) as required.

EX-HS-.K Personnel Records

EX-HS-.K(1)(a-c) - Personnel Records Not Complete	Technical Assistance
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Discussed to ensure that all personnel files are complete and maintained.

EX-HS-.N Staff Requirements(CS)

EX-HS-.N(1) - No Program Director/Person in Charge	Met
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Observed a director or person responsible for overall supervision of the program present on this date.

EX-HS-.N(2) - Not Compliant with Applicable Laws (CS)	Met
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Program observed to be in compliance with all applicable laws and regulations.

EX-HS-.N(3) - Not Able to Adequately Perform Job Duties	Met
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Staff were observed to be able to provide adequate care and supervision to children in accordance with standards on this date.

EX-HS-.P Staff Training

EX-HS-.P(1) - Employee Orientation-None	Met
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Staff program orientation requirements observed to be met on this date.

EX-HS-.P(2)(a-n) - Employee Orientation-Incomplete	Met
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Observed initial orientation subjects complete.

EX-HS-.P(3)(a-k) - Staff Health/Safety Training-none/not timely/incomplete	Met
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Observed completed health and safety orientation training as required on this date.

EX-HS-.P(4)(a)-(b)1.-3. - Annual Ongoing Training - Incomplete	Not Met
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EX-HS-.P(4)(a)-(b)1.-3. requires (a) Every calendar year after the first year of employment, the Director, Provisional Employees and Employees shall attend ten (10) clock hours of diverse training which is offered by an accredited college, university or vocational program or other Department-approved source.

(b) The annual ten (10) clock hours of training shall include the following:

1. At least two (2) hours in evidence based, developmentally appropriate language and literacy practices;
2. At least two (2) hours in on-going child development and health and safety related topics, which could include, but not be limited to:
 - (i) Child development (e.g., developmental domains (cognitive; social and emotional; physical development and motor skills; communication, language, and literacy; approaches to play and learning), discipline and guidance techniques, children with special needs);
 - (ii) Health (e.g., nutrition and the support of breast feeding, physical activity, prevention and control of illnesses and infectious diseases, immunizations, prevention of and response to emergencies due to food and allergic reactions, cleanliness, sanitation, and the appropriate disposal of bio contaminants);
 - (iii) Safety (e.g., prevention of Sudden Unexpected Infant Death (SUID) which includes Sudden Infant Death Syndrome (SIDS) and the use of safe sleeping practices, medication administration, injury control and prevention, transportation, handling and storage of hazardous materials, identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic, and emergency preparedness planning and response);
 - (iv) Child abuse and neglect (e.g., identification and reporting, meeting the needs of abused and/or neglected children, prevention of shaken baby syndrome, abusive head trauma and child maltreatment).
3. No more than two (2) of the required ten (10) hours in business-related topics (e.g., parental communication, recordkeeping, management, business planning). It was determined based on a review of records that staff members # 5, #10, # 13, #19, and #23 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: 10/30/2026

EX-HS-.P(5) - Documentation of Training

Met

Discussed training documentation requirements with program on this date.

Staffing and Supervision

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

EX-HS-.O(1) - Inadequate Ratios/Maximum Group Size Exceeded (CS)

Met

Appropriate staff child ratios observed on this date.

EX-HS-.O(2) - Inadequate Ratio-Mixed Age Grouping (CS)

Met

Appropriate staff child ratios observed on this date.

EX-HS-.O(3) - Lack Of Supervision (CS)

Met

Appropriate staff child ratios observed on this date.