

**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:** 11/9/2023**VisitType:** EX-Monitoring**Arrival:** 2:20PM**Departure:** 4:45PM**EX-42714 EXMT-12501 EX-1 - Government
Cobb County District ASP – Dowell Elementary
School**2121 West Sandtown Road, Marietta GA 30064
Cobb County
(678) 594-8059 glenda.white@cobbk12.org**Mailing Address**

Same

Regional Consultant

Nilia Lalin

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Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
11/9/2023	EX-Monitoring	Intermediate	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
2015		0	0	Y	
Cafeteria	, Six and older	5	86	Y	
Gym		0	0	Y	
Media Center		0	0	Y	
Outdoor Area		0	0	Y	
Playground 1		0	0	Y	
Playground 2		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 5

#Children Count: 86

Comments:

A CAPS Monitoring Visit was completed on November 9, 2023. The Specialist met with program's director, Ms. White. A One Day Letter was issued.

Corrective Action Plan: Developed This Date



Please refer the website, <http://www.dec.state.ga.us/CCS/RuleAndRegulations.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:** 11/9/2023**VisitType:** EX-Monitoring**Arrival:** 2:20PM**Departure:** 4:45PM**EX-42714 EXMT-12501 EX-1 - Government
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The following information is associated with a Exemption Monitoring:**Activities and Equipment****EX-HS-.F Equipment & Toys (CS)****Met****Comment**

A variety of equipment and age appropriate activities 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 and report from the director that the exemption approval letter and certificate were not posted.

POI (Plan of Improvement)

The Program will post both the Exemption Approval Letter and Certificate by the main entrance.

Correction Deadline: 11/9/2023**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 documentation 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 will provide a fire inspection to this department when requested.

Correction Deadline: 11/9/2023**Facility****EX-HS-.B****Technical Assistance****Technical Assistance**

EX-HS-.B(4) - Boys bathroom missing paper towels. TA provided to equip bathroom with single use paper towels.

Comment

Program appears clean and well maintained.

EX-HS-.M Playgrounds (CS)

Technical Assistance

Technical Assistance

EX-HS-.M(2) - The resilient surface on the third to fifth grade playground was observed to be tearing. TA provided to start maintain of the surface.

Health and Hygiene

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

N/A

Comment

No diapered children are enrolled.

EX-HS-.H Hygiene (NCP)

Technical Assistance

Technical Assistance

EX-HS-.H(2) - Provider reported only using hand sanitizer before, after snack, and after outdoor play. Children use liquid soap and running water after using the bathroom. TA provided to use running water and liquid soap.

EX-HS-.I Medications (CS)

N/A

Comment

Medication is not dispensed

Policies and Procedures

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

Not Met

Finding

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 based on review of documentation that the program had incomplete policies and procedures in evidence that letters a, b, c, d, f, and g were not met.

POI (Plan of Improvement)

The Program will establish and implement policies and procedures that will include components in in letters a, b, c, d, f, and g.

Correction Deadline: 11/14/2023

EX-HS-.T Required Reporting (NCP)

Met

Comment

There were no incidents or injuries that required reporting.

Safety

EX-HS-.S	N/A
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Comment

No field trips are offered

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

Observed age-appropriate discipline policies on this date.

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

Program does not provide routine transportation.

Sleeping & Resting Equipment

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

No infants are enrolled.

Staff Records

EX-HS-.D Criminal Records and Comprehensive Background Checks (CS)	Not Met
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Finding

EX-HS-.D(4)(b) requires a person to obtain a new Comprehensive Background Check Determination if the person leaves child care employment for six months or more and then returns to child care employment. It was determined based on observation that one of 13 staff members had an expired Comprehensive Background Check while children were present for care.

POI (Plan of Improvement)

The Program will ensure that staff members obtain a DECAL Satisfactory Criminal Records Check Determination recheck before they expired at the five year mark and before the individual is present at the program while any child is present for care.

Correction Deadline: 11/9/2023

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

Observed evidence of staff training in CPR and first aid on this date.

EX-HS-.P Staff Training (NCP)	Not Met
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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 six out of 13 staff members did not complete the 10 hours health and safety training within 90 days of employment.

POI (Plan of Improvement)

The Program will ensure that staff members complete the health and safety training within 90 days of employment.

Correction Deadline: 12/9/2023

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 five out of 13t staff did not complete 10 hours of ongoing training.

POI (Plan of Improvement)

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

Correction Deadline: 12/9/2023

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

Met

Comment

Program observed to maintain appropriate staff: child ratios.