

**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:** 12/8/2022**VisitType:** EX-Monitoring**Arrival:** 2:45PM**Departure:** 5:00PM**EX-43910 EXMT-6417 EX-1 - Government
DeKalb County Schools ASED - Rockbridge**

445 Halwick Way, Stone Mountain GA 30083

DeKalb County

(678) 676-6102 diare_l_riley@dekalbschools.ga.gov

Mailing Address

Same

Regional Consultant

Melissa Malone

Phone: (770) 359-5224

Fax: (770) 302-9130

melissa.mcfarlin@dec.al.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
12/8/2022	EX-Monitoring	NA	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 RatiosComments:

On December 8, 2022, an on-site visit was conducted at the facility for the purpose of a CAPS monitoring visit and an administrative review, to review required documents.

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:** 12/8/2022**VisitType:** EX-Monitoring**Arrival:** 2:45PM**Departure:** 5:00PM**EX-43910 EXMT-6417 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 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**

Approval from the Department, safety agencies and local building authorities was not accessible on this date.

POI (Plan of Improvement)

Program will ensure Fire Inspection, Building and Fire Certificate of Occupancy is posted and accessible for the department as needed.

Correction Deadline: 12/8/2022**Facility****EX-HS-.L Physical Plant (NCP)****Met****Comment**

No hazards observed accessible to children on this date.

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**

There were no children enrolled in the program on this date. Proper diaper facilities were observed with warm running water and proper ventilation.

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

Proper hand washing observed throughout the program.

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

Medication is not dispensed

Policies and Procedures

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

It was determined that the program provides Parents a copy of the Program's written policies and procedures.

Comment

Observed evidence of written policies and procedures that describe the Program's operations on this date.

EX-HS-.T Required Reporting (NCP)	Met
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Comment

There were no incidents or injuries that required reporting.

Safety

EX-HS-.S	Met
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Comment

No field trips are offered

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

Staff were observed to maintain an age appropriate learning environment 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

Finding

EX-HS-.D(1) requires every staff member with direct care responsibilities must have a Satisfactory Criminal Records Check Determination before the individual is present at the program while any child is present for care. It was determined based on the consultant's review of Criminal Records Checks that seven (7) of ten (10) staff members did not have a Satisfactory Criminal Records Check Determination before the staff members were present at the program while children were present for care which is required. Individuals not associated with the program and without a Satisfactory Criminal Records Check Determination had access to children.

POI (Plan of Improvement)

The Program will ensure Satisfactory Criminal Records Check Determination before the staff member is present at the program while any child is present for care. The program will also ensure Individuals not associated with the program and without a Satisfactory Criminal Records Check Determination will not have access to children.

Correction Deadline: 12/8/2022

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

EX-HS-.W(1) - The Program will maintain complete and updated staff records on file including but not limited to First Aid and CPR, this information will be made available to the department for review when requested.

EX-HS-.P Staff Training (NCP)**Technical Assistance****Technical Assistance**

EX-HS-.P(4) -Program will ensure annual training, including Health and Safety is completed for all staff members as required.

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

Adequate supervision observed on this date.