

**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:** 11/7/2024**VisitType:** EX-Monitoring**Arrival:** 2:15PM**Departure:** 4:20PM**EX-56458 EXMT-20130 EX-1 - Government
Gwinnett County Board of Commissioners-
Meadowcreek Elementary Afterschool Program**5025 Georgia Belle Ct, Norcross GA 30093
Gwinnett County
(678) 939-0795
alisa.muhammad@gwinnettcountry.com**Mailing Address**

Same

Regional Consultant

Sherri Thompson

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sherri.thompson@dec.al.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
11/7/2024	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
Cafeteria	, Six and older	3	18	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 3

#Children Count: 18

Comments:

The purpose of today's visit was to complete a CAPS monitoring visit. The program was found to be in compliance with their designated exemption category.

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:** 11/7/2024**VisitType:** EX-Monitoring**Arrival:** 2:15PM**Departure:** 4:20PM**EX-56458 EXMT-20130 EX-1 - Government
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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) - Activities were observed to be planned ahead of time on the date of the visit.

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.

Children's Records**EX-HS-.C****Met****Comment**

EX-HS-.C(1) - A sample of three children's records were observed complete.

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

Please ensure to maintain a copy of the most recent fire inspection report for the host school.

Comment

EX-HS-.X(1) - Exemption notices were posted in a visible manner.

Facility**EX-HS-.B****Met****Comment**

EX-HS-.B(5) - Bathrooms observed to be clean on the date of the visit.

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

No hazards observed accessible to children on this date.

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

Playground observed to be clean and in good repair.

Health and Hygiene

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

There were no children enrolled in the program on this date that required diapering.

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

Staff were observed to remind children to wash hands.

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

Medication is not dispensed at the present time.

Policies and Procedures

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

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

Comment

Observed the Program's written emergency plan 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	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-.K	Met
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Comment

EX-HS-.K(1) - Staff records maintained on site.

EX-HS-.N	Met
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Comment

EX-HS-.N(1) - A staff member in charge was present at the time of the visit.

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

Criminal record checks were observed to be complete.

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 the Specialist's review of all staff records one staff member with a hire date of February 26, 2024, did not complete health and safety training until October 1, 2024.

POI (Plan of Improvement)

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

Correction Deadline: 11/7/2024

Staffing and Supervision

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

Program observed to maintain appropriate staff: child ratios.