

**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:** 8/19/2025**VisitType:** EX-CAPS-Monitoring**Arrival:** 2:35PM**Departure:** 4:40PM**EX-43917 EXMT-6424 EX-1 - Government
DeKalb County Schools ASED - Vanderlyn**1877 Vanderlyn, Dunwoody GA 30338 DeKalb
County**Mailing Address**

Same

Exemption Unit Consultant

Melissa Malone

Phone: (770) 359-5224

Fax: (770) 302-9130

melissa.malone@dec.state.ga.us

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
8/19/2025	EX-CAPS-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)	

Room Description	Age Groups	Staff Count	Children Count	State Ratio Met	Notes
2/3 PG		0	0	Y	
4/5 PG		0	0	Y	
Cafe	PreK, Fives, Six and older	4	81	Y	
Pre-K/ K PG		0	0	Y	
Room 101		0	0	Y	
Room 102		0	0	Y	
Room 103		0	0	Y	
Room 105		0	0	Y	
Room 112		0	0	Y	
Room 115		0	0	Y	
Room 15		0	0	Y	
Room 21		0	0	Y	
Room 6		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 4

#Children Count: 81

Comments:

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****Met****Comment**

Activities appropriate

EX-HS-.F Equipment & Toys**Met****Comment**

Equipment Observed Secured

EX-HS-.Q Swimming Pools & Water-related Activities(CS)**N/A****Comment**

No Swimming Activities Provided

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

Observed children's files as required

Exemptions**EX-HS-.X Exemption Requirements****Met****Comment**

Compliance observed - zoning, fire safety

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

Toilets and sinks available

EX-HS-.L Physical Plant(CS)**Not Met****Finding**

EX-HS-.L(2) requires the program to be in compliance with applicable laws and regulations issued by the state fire marshal, the proper local fire marshal, or state inspector, including a certificate of occupancy if required prior to receiving any children for care. It was determined based on a review of records that the program could not provide evidence of a recent Fire Inspection. A recent Fire Inspection report was not observed on this date.

POI (Plan of Improvement)

The program will obtain appropriate approvals and is in compliance with applicable laws and regulations by the state fire marshal, proper local fire marshal, or state inspector, including a certificate of occupancy. All files will be reviewed on the follow up visit. The program will ensure that a Fire Inspection is completed as required and a recent Fire Inspection report maintained on file for review by the Department.

Correction Deadline: 9/19/2025

EX-HS-.M Playgrounds(CS)**Not Met****Technical Assistance**

EX-HS-.M(3) - The director of the program will ensure the playgrounds are routinely checked for adequate resilient surfacing. The playground utilized by Pre-K and Kindergarten, the second playground with the climbing equipment utilized by Fourth and Fifth graders will redistribute and rebluff the mulch to ensure adequate resilient surfacing in the fall zones.

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

No diapered children enrolled

EX-HS-.H Hygiene**Met****Comment**

Hand washing not observed - hand washing discussed

EX-HS-.I Medications(CS)**N/A****Comment**

Medication not dispensed

Policies and Procedures**EX-HS-.J Operational Policies & Procedures****Met****Comment**

written emergency plan observed

EX-HS-.T Required Reporting**Met****Comment**

No incidents/injuries requiring reporting

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

Observed Age appropriate learning environment

EX-HS-.S Field Trips**N/A****Comment**

No field trips

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

No Routine Transportation Provided

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

No infants enrolled

Staff Records

Comment

EX-HS-.D(1) - On the date of the visit the review of records indicted that 100% of the staff members completed a criminal records check.

EX-HS-.G First Aid & CPR(CS)**Not Met****Finding**

EX-HS.G(1)(a-b) requires (a) all Staff who provide direct care to children must obtain certification in a biennial training program in pediatric cardiopulmonary resuscitation (CPR) and a triennial training program in pediatric first aid within the first 45 days of employment. Current and valid evidence of the successful completion of such training shall be maintained on the Program's premises. The hours obtained completing this certification will not count towards the required annual training hours.

(b) The 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. It was determined based on a review of records that the program could not provide evidence that staff members completed Pediatric CPR and First Aid. There were zero Pediatric CPR and First Aid certificates on file for review by the Department.

POI (Plan of Improvement)

The Program will ensure all Staff that provide direct care to children obtain pediatric CPR and first aid training within the first 45 days of employment. The training shall be maintained on the Program's premises and must be completed by a certified or licensed health care professional or trainer that deal with the provisions of emergency care to infants and children. develop a schedule to ensure there is always a staff person with current first aid and pediatric CPR training present, and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and pediatric CPR training by the specified date. All staff files will be reviewed on the follow up visit. The program will ensure that all staff trainings are completed as required and maintained on file for review by the Department.

Correction Deadline: 9/19/2025

EX-HS-.K Personnel Records**Not Met****Finding**

EX-HS-.K(1)(a-c) requires the program to maintain a personnel file on the director, all employees, provisional employees, personnel, staff, students-in-training, volunteers, clerical, housekeeping, maintenance, and other support staff for the duration of the term of employment plus one calendar year, and it shall contain the following: (a) identifying information to include name, date of birth, current address, and current telephone number; (b) evidence of all training required by these standards, which shall include title of training, date of training, trainer's signature, location of training, and number of clock hours obtained; and (c) verification of a satisfactory criminal background check. It was determined based an a review of records that personnel files for the staff were not maintained by the program for review by the Department.

POI (Plan of Improvement)

The program will secure required information for all personnel. The program will ensure that complete information is in the personnel file for all directors, employees, provisional employees, personnel, staff, students-in-training, volunteers, clerical staff, housekeeping staff, maintenance staff, and other support staff. All staff files will be reviewed on the follow up visit. The director will ensure personnel files are maintained and available for review by the Department.

Correction Deadline: 9/19/2025

EX-HS-.N Staff Requirements**Met****Comment**

EX-HS-.N - Director available

EX-HS-.P Staff Training**Not Met****Finding**

EX-HS.P(1) requires that prior to assignment to children or tasks, all employees (i.e., volunteers, students-in-training, independent contractors, etc.) and provisional employees must receive initial center program orientation. It was determined based on a review of records that the program could not provide evidence that staff members completed Initial Orientation Training. There were zero completed Initial Orientation Training forms on file for review by the Department.

POI (Plan of Improvement)

The Program will develop and provide orientation for all new Staff prior to their assignment to children or task. All staff files will be reviewed on the follow up visit. The director will ensure that all staff trainings are completed as required and maintained on file for review by the Department.

Correction Deadline: 9/19/2025**Finding**

EX-HS-.P(3)(a-k) requires each staff member with direct care responsibilities to complete health and safety training and Health and Safety Orientation training. Each staff member with direct care responsibilities shall complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics:

- (a) prevention and control of infectious diseases (including immunization)
- (b) prevention of sudden infant death syndrome and use of safe sleeping practices;
- (c) administration of medication, consistent with standards for parental consent;
- (d) prevention of and response to emergencies due to food and allergic reactions;
- (e) building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic;
- (f) prevention of shaken baby syndrome, abusive head trauma and child maltreatment;
- (g) emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility);
- (h) handling and storage of hazardous materials and the appropriate disposal of bio contaminants;
- (i) precautions in transporting children;
- (j) recognition and reporting of child abuse and neglect; and
- (k) child development to include all major domains: cognitive; social and emotional; physical development and motor skills; communication, language, and literacy; and approaches to play and learning. It was determined based on a review of records that the program could not provide evidence that staff members completed Health and Safety Training. There were zero Health and Safety certificates on file for review by the Department. Health and Safety training must be completed within 90 days of the hire date.

POI (Plan of Improvement)

The program will develop and implement a plan to schedule and track this training for all employees based on their hire dates. All staff files will be reviewed on the follow up visit. The director will ensure that all staff trainings are completed as required and maintained on file for review by the Department.

Correction Deadline: 9/19/2025**Finding**

EX-HS-.P(4)(a-b) requires, staff complete annual training (a) Every calendar year after the first year of employment, the Provider, 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 review of records that the program could not provide evidence that staff members completed annual training. There were zero annual training certificates on file for review by the Department.

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: 9/19/2025

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

Met

Comment

EX-HS-.O - Observed-Appropriate Staff: Child Ratios