

**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:** 2/6/2025**VisitType:** EX-Monitoring**Arrival:** 3:00PM**Departure:** 4:05PM**EX-44627 EXMT-13202 EX-1 - Government
Camden County - Matilda Harris Elementary
Extended Day Program**1100 The Lakes Boulevard, Kingsland GA 31548
Camden County
(912) 729-8163 jamccamey5@gmail.com**Mailing Address**

Same

Regional Consultant

Brianne Walters

Phone: (912) 544-9775

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brianne.walters@dec.state.ga.us

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
2/6/2025	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 Ratios

Room Description	Age Groups	Staff Count	Children Count	State Ratio Met	Notes
Cafeteria	, Fives, Six and older	4	33	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 4

#Children Count: 33

Comments:

A CAPS monitoring visit was completed this date.

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:** 2/6/2025**VisitType:** EX-Monitoring**Arrival:** 3:00PM**Departure:** 4:05PM**EX-44627 EXMT-13202 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**

The equipment and furniture observed to be properly secured, as applicable.

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)****Met****Comment**

The Program was observed to be operating within their approved exemption criteria.

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

No hazards observed.

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

The program is no longer using the playground. A grassy field outside of the cafeteria is now used. The school is completely fenced. Staff will position themselves so they can see all children and ensure they remain in the allowed area outside.

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

No diapered children are enrolled

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

Proper handwashing was observed throughout.

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

Discussed proper medication documentation and procedures.

Policies and Procedures

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

Met

Comment

The program provides parents with a copy of the program's written policies and procedures. Reviewed evidence of emergency drills and written emergency procedures

EX-HS-.T Required Reporting (NCP)

Met

Comment

There were no incidents or injuries that required reporting.

Safety

EX-HS-.S

N/A

Comment

No field trips are conducted at the program.

EX-HS-.E Discipline (CS)

Met

Comment

Age-appropriate discussion and/or redirection observed.

EX-HS-.R Transportation (CS)

N/A

Comment

Program does not provide routine transportation.

Sleeping & Resting Equipment

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

N/A

Comment

No safe sleep policies are necessary.

Staff Records

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

Not Met

Finding

EX-HS-.D(1) requires valid evidence of a satisfactory fingerprint record check determination to be maintained at the program for each employee. It was determined that one of four current staff did not have a record check determination letter associated with the program in that their letter had not been ported to the program.

POI (Plan of Improvement)

The Provider shall ensure that the staff background check letter is ported to the program, and that this is completed for any future staff.

Correction Deadline: 2/6/2025

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

Met

Comment

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

EX-HS-.P Staff Training (NCP)

Met

Comment

Observed training for all staff members on this date.

Staffing and Supervision

Comment
Appropriate staff-child ratios and supervision were observed on this date.