

**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.decal.ga.gov

(Cover Sheet)**Date:** 8/13/2025**VisitType:** EX-CAPS-Monitoring**Arrival:** 2:40PM**Departure:** 4:35PM**EX-45421 EXMT-10783 EX-1 - Government
DeKalb County Schools ASED - Snapfinger**

1365 Snapfinger Road, Decatur GA 30032 DeKalb
County
(678) 874-1802
audriea_benjamin@dekalbschoolsga.org

Mailing Address

Same

Exemption Unit Consultant

Melissa Malone

Phone: (770) 359-5224

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melissa.malone@decal.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
8/13/2025	EX-CAPS-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)	

Room Description	Age Groups	Staff Count	Children Count	State Ratio Met	Notes
Cafe	PreK, Six and older	1	11	Y	
Gym		0	0	Y	
Room 125		0	0	Y	
Room 126		0	0	Y	
Room 129		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 1

#Children Count: 11

Comments:

The child care program is in compliance with the approved exemption category. No CAPS children enrolled at this time.

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**

EX-HS-.A(1) - Activities appropriate

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

EX-HS-.F(1)(a-b) - Observed-Variety Throughout Program.

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

EX-HS-.Q - No Swimming Activities Provided

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

EX-HS-.C - Observed children's files as required

Exemptions**EX-HS-.X Exemption Requirements****Not Met****Finding**

EX-HS-.X(1) requires the program to post in a prominent place near the front entrance of the facility a copy of both the exemption approval letter issued by the department and a notice to parents or guardians that the program is not required to be licensed. It was determined based on administrative review and observation that the program does not have a copy of the exemption approval letter posted in the front as required.

POI (Plan of Improvement)

The Program will ensure a copy of both the exemption approval letter issued by the Department and a notice to parents or guardians that the program is not required to be licensed is post in a prominent place near the front entrance of the facility.

Correction Deadline: 9/30/2025**Facility****EX-HS-.B Bathrooms****Met****Comment**

EX-HS-.B(1) - Toilets and sinks available

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 administrative review that the program did not provide evidence of compliance with the fire safety agencies and local building authorities on this date. A Fire Inspection conducted in 2023 was observed on this date. A recent fire inspection was not observed.

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 including the fire inspection report will be reviewed on the follow up visit.

Correction Deadline: 9/30/2025

Comment

EX-HS-.L(4) - Observation-No Hazards Accessible

EX-HS-.M Playgrounds(CS)

Met

Comment

EX-HS-.M(1) - No Playground

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

N/A

Comment

EX-HS-.U - No diapered children enrolled

EX-HS-.H Hygiene

Met

Comment

EX-HS-.H - Hand washing not observed - hand washing discussed

EX-HS-.I Medications(CS)

N/A

Comment

EX-HS-.I - Medication not dispensed

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

Met

Comment

EX-HS-.J - Written policies and procedures provided to parents

EX-HS-.T Required Reporting

Met

Comment

EX-HS-.T - No incidents/injuries requiring reporting

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

Met

Comment

EX-HS-.E(1) - Observed Age appropriate learning environment

EX-HS-.S Field Trips

N/A

Comment

EX-HS-.S - No field trips

EX-HS-.R Transportation(CS)

N/A

Comment

EX-HS-.R - No Routine Transportation Provided

Sleeping & Resting Equipment

Comment

EX-HS-.V - No infants enrolled

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

EX-HS-.D(1) - EX-HS-.D(1) - Six of six criminal records checks observed to be complete.

EX-HS-.G First Aid & CPR(CS)**Met****Comment**

EX-HS-.G(1)(a-b) - EX-HS-.G(1)(a-b) - Six of six staff members completed pediatric CPR and First Aid Training.

EX-HS-.K Personnel Records**Met****Comment**

EX-HS-.K - Personnel Records maintained

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

EX-HS-.N - Director available

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

EX-HS-.P(2)(a-l) requires the initial orientation to include the following subjects:(a) the Program's policies and procedures; the portions of these rules dealing with the care, (b)health and safety of children;(c) the Employee's assigned duties and responsibilities;(d) reporting requirements for suspected cases of child abuse, neglect or deprivation; communicable diseases and serious injuries;(e) Emergency plans; severe weather, loss of electrical power or water, water and death, serious injury of loss of a child, a threatening event or natural disaster which may occur at the program, the program will have procedures for the following, evacuation, relocation, shelter in place, lock down, communication, and reunifications 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, (f) childhood injury control, (g) the administered of medicine, (h) reducing the risk of Sudden Unexpected Infant Death (SUID), which includes Sudden Infant Death Syndrome (SIDS); (i); hand washing; (j) Fire safety (k) water safety; (l) prevention of HIV/Aids and blood borne pathogens. It was determined based on administrative review that the program could not provide evidence of initial orientation.

POI (Plan of Improvement)

The Program will provide orientation in all missing subjects to the employee(s) and will take steps to provide a complete orientation to new Employees in the future.

Correction Deadline: 9/30/2025

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 administrative review that six of six staff members did not complete Health and Safety Training as required.

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 files will be reviewed during the follow up visit.

Correction Deadline: 9/30/2025

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 based on administrative review that ongoing training for six of six staff members was not completed as required.

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. All files will be reviewed during the follow up visit.

Correction Deadline: 9/30/2025

Staffing and Supervision

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

Met

Comment

EX-HS-.O - Observed-Adequate Supervision