

**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:** 6/5/2025**VisitType:** EX-Monitoring**Arrival:** 9:30AM**Departure:** 11:45AM**EX-47929 EXMT-13329 EX-1 - Government
Gwinnett County Board of Commissioners-Lucky
Shoals Park**4651 Britt Road, Norcross GA 30093 Gwinnett
County
(678) 277-0927 Tania.Ballou@gwinnettcountry.com**Mailing Address**

Same

Exemption Unit Consultant

Sherri Thompson

Phone: (770) 357-7038

Fax: (770) 357-7037

sherri.thompson@dec.al.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
6/5/2025	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
114	, Six and older	4	24	Y	
121	, Fives, Six and older	4	14	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 8

#Children Count: 38

Comments:

The program was found to be in compliance with their designated exemption category on the date of the visit.

Corrective Action Plan:Developed This Date



Please refer the website, <http://www.decal.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@decal.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).

Director/Person-in-charge Signature _____

Printed Name _____ Date _____

Specialist Signature _____ Date _____

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(Findings Report)**Date:** 6/5/2025**VisitType:** EX-Monitoring**Arrival:** 9:30AM**Departure:** 11:45AM**EX-47929 EXMT-13329 EX-1 - Government
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The following information is associated with a Exemption Monitoring:**Activities and Equipment****EX-HS-.A Activities****Met****Comment**

A daily planned program of varied and developmentally appropriate activities observed with various teaching methods to accommodate different learning styles.

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 Children's Records****Technical Assistance****Technical Assistance**

EX-HS-.C(2) - EX-HS-.C(2) requires program staff to maintain a file for each child that includes evidence of age-appropriate immunizations or a signed affidavit against such immunizations for each child enrolled in the program on a form approved by the department and to allow no child to continue enrollment in the program for more than thirty (30) days without such evidence. Please ensure children enrolled in camp have immunization records as required.

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

Observed annual fire inspection dated April 7, 2025.

Comment

EX-HS-.X(1) - Required posted notices were observed on the date of the visit to include exemption approval letter and certificate.

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

Bathrooms located on each floor in or adjacent to child care areas and rooms.

EX-HS-.L Physical Plant(CS)	Met
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Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Discussed maintenance of resilient surfacing and fall zones.

Health and Hygiene

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

No diapered children are enrolled.

EX-HS-.H Hygiene	Met
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Comment

Discussed hand washing procedures.

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

Discussed proper medication documentation and procedures. No medication was present at the time of the visit.

Policies and Procedures

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

There were no incidents or injuries that required reporting.

Safety

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-.S Field Trips	Met
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Comment

No field trips are offered

EX-HS-.R Transportation(CS)	Met
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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 safe sleep policies are necessary.

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 based on the Specialist's review of staff records that six staff members did not have documentation of satisfactory criminal background checks issued or ported to the program. All six staff were observed engaged in camp activities on the date of the visit. All staff are indicated on the staff list of today's visit report.

POI (Plan of Improvement)

The Provider shall ensure that every employee has a valid and current satisfactory Comprehensive Records Check Determination on file and maintained prior to being present at the program while any child is present for care or before an individual age 17 or older. The staff members were removed from their duties at the time of the visit.

Correction Deadline: 6/5/2025**Finding**

EX-HS-.D(3): Valid evidence of a satisfactory fingerprint record check Determination must be maintained at the Program for each Provisional Employee for the duration of employment or residency plus one year, and such electronic evidence must be made immediately available to the Department upon request. It was determined based on the Specialist's review of staff records that six staff members did not have documentation of satisfactory criminal background checks issued or ported to the program. All six staff were observed engaged in camp activities on the date of the visit. All staff are indicated on the staff list of today's visit report.

POI (Plan of Improvement)

The program will maintain valid evidence of a satisfactory Fingerprint Records Check Determination for each Provisional Employee for the duration of employment or residency plus one year, and such electronic evidence will be made immediately available to the Department upon request. The staff were removed from their duties on the date of the visit and replaced.

Correction Deadline: 6/5/2025**EX-HS-.W First Aid & CPR****Met****Comment**

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

EX-HS-.K Personnel Records**Technical Assistance****Technical Assistance**

EX-HS-.K(1) - Please ensure the following is included in staff records: the program is 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: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules, which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and, as applicable to the position held, evidence of required orientation, including date and signature of person providing the orientation

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

EX-HS-.N(1) - Individual in charge of the program was present at the time of the visit.

EX-HS-.P Staff Training**Met****Comment**

Observed training for all staff members on this date.

Comment

Adequate supervision observed on this date.

Comment

Program observed to maintain appropriate staff: child ratios.