

**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:** 9/3/2025**VisitType:** EX-CAPS Monitoring
Follow-Up**Arrival:** 3:15PM**Departure:** 4:15PM**EX-48616 EXMT-14030 EX-1 - Government
Rockdale County Public Schools - C.J. Hicks
MORE After School Program**1300 Pine Log Rd., Conyers GA 30012 Rockdale
County**Mailing Address**

Same

Exemption Unit Consultant

Sherri Thompson

Phone: (770) 357-7038

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sherri.thompson@dec.state.ga.us

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
9/3/2025	EX-CAPS Monitoring Follow-Up	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 (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
1141		0	0	N	
1141		0	0	Y	
1142		0	0	N	
1142		0	0	Y	
1166		0	0	N	
1166		0	0	Y	
Gym		0	0	N	
Gym		0	0	Y	
Hallway		0	0	N	
Hallway		0	0	Y	
Room 1021		0	0	N	
Room 1021		0	0	Y	
Room 1040		0	0	N	
Room 1040		0	0	Y	
Room 1121		0	0	N	
Room 1121		0	0	Y	
Room 1162		0	0	N	
Room 1162		0	0	Y	
Room 1211		0	0	N	

Room 1211		0	0	Y	
Room 1222		0	0	N	
Room 1222		0	0	Y	
Science Lab		0	0	N	
Science Lab		0	0	Y	

Group Sizes Met? N

Total # Non-Care Staff Present: 0

#Staff Count: 0

#Children Count: 0

Comments:

The program was found to be in compliance with their approved exemption certificate.

Please refer to the Exemption page of the website, <https://www.dec.al.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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(Summary Report)**Date:** 9/3/2025**VisitType:** EX-CAPS Monitoring
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The following information is associated with a EX-CAPS-Monitoring FollowUp:

Activities and Equipment**EX-HS-.A Activities**

Not Evaluated

Comment

Activities appropriate

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

Corrected on 9/3/2025

EX-HS-.C(1)(a-d) - The children's enrollment form was updated to include all required items.**Exemptions****EX-HS-.X Exemption Requirements**

Met

Corrected on 9/3/2025

EX-HS-.X(2) - The parent agreement has been added to the children's enrollment form and will be acknowledged by all parent's of enrolled children.**Facility****EX-HS-.B Bathrooms**

Not Evaluated

Comment

Toilets and sinks available

Health and Hygiene**EX-HS-.H Hygiene**

Not Evaluated

Comment

Hand washing not observed - hand washing discussed

EX-HS-.I Medications(CS)

Not Evaluated

Comment

Discussed-Documentation/Procedures

Policies and Procedures

Corrected on 9/3/2025

EX-HS-.J(2) - All drill logs will be maintained for two years.

Finding

EX-HS-.J(3) requires the program to provide to parents a copy of the program's written policies and procedures. It was determined based on a review of required policies and procedures that the program did not have comprehensive policies and procedures.

POI (Plan of Improvement)

The program will provide parents a copy of the policies and procedures as part of the enrollment process.

Correction Deadline: 9/17/2025

Recited on 9/3/2025

Finding

EX-HS-.J1(a-i) requires the Program to establish and implement written policies and procedures that describe the Program's operations as follows: (a) The exclusion of children with contagious illness, (b) Notification of parents in the event their child becomes ill while at the facility, (c) The notification of all parents of enrolled children when a reportable contagious illness is present in the facility, (d) The prevention of and response to food and allergic reactions, (e) Emergency preparedness and response. A written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the program. The program will have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification 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. Such plan shall include assurance that no Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals, (f) The handling and appropriate disposal of bodily fluids and storage of hazardous materials (soiled clothing and bedding), (g) Recognition and reporting of child abuse and neglect. (h) to include the program's practices regarding the expulsion and suspension of children enrolled for care. (i) A description of the practices followed by the Center to prevent shaken baby syndrome and abusive head trauma in children up to five years of age that includes the following information: how to recognize, respond to, and report the signs and symptoms of shaken baby syndrome and abusive head trauma; strategies to assist staff members in understanding how to care for infants and how to cope with a crying, fussing, or distraught child; strategies to ensure staff members understand the brain development of children up to five years of age; and a list of prohibited behaviors when dealing with children.

a) services to be provided, ages of children served, days and times of operations and days and times closed; b) enrollment and admission requirements specifying Parents' responsibilities for supplying needed information and escorting the child to and from the Program; c) a fee and payment schedule with standard fees, fees related to absences and vacations and other fees such as for transportation and late fees; d) Program's transportation and field trip services; e) administration of medication and Parent notification of adverse reactions to prescribed medication; f) Parental notification in cases of illness/injury and exclusion of sick children; g) Parental notification when a notifiable communicable disease is present; h) handling of medical emergencies; i) meals and snacks served, including guidelines for food brought from child's home; j) access by the Parents to all Program areas used by the child; k) child abuse reporting law requirements; l) behavior management and discipline actions used; m) nondiscrimination statement; (n) Program sponsored religious and cultural activities; and o) diapering, toilet training and feeding procedures for infants and toddlers. It was determined based on the review of required written policies and procedures, the program did not have comprehensive policies and procedures as described by this standard. It was determined that the program did not have required written policies and procedures as outlined in the standard.

POI (Plan of Improvement)

The program will revise their policies and procedures to include all required information and update as needed and ensure parents are provided a copy of the policies and procedures.

Correction Deadline: 9/17/2025

Recited on 9/3/2025

EX-HS-.T Required Reporting

Not Evaluated

Comment

No incidents/injuries requiring reporting

Safety

EX-HS-.S Field Trips	N/A
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Comment
No field trips

EX-HS-.R Transportation(CS)	N/A
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Comment
No Routine Transportation Provided

Sleeping & Resting Equipment

EX-HS-.V Safe Sleeping and Resting Requirements(CS)	N/A
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Comment
No infants enrolled

Staff Records

EX-HS-.D Criminal Records and Comprehensive Background Checks(CS)	Met
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Comment
EX-HS-.D(1) - No new staff since last visit.

Staffing and Supervision

EX-HS-.O Staff:Child Ratios and Supervision(CS)	Not Evaluated
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Comment
No children enrolled; proper ratios discussed