

**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.gov

(Cover Sheet)**Date:** 2/4/2026 **VisitType:** EX-CAPS-Monitoring**Arrival:** 10:50AM **Departure:** 1:45PM**EX-42595 EXMT-4336 EX-1 - Government
Albany State University Early Learning Center**504 College Drive, Albany GA 31705 Dougherty
County**Mailing Address**

Same

Exemption Unit Consultant

Rosalyn Elder

Phone: (404) 780-0868

Fax: (770) 232-1931

rosalyn.elder@dec.state.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
2/4/2026	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 (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
Classroom - 2 Year Old	, Twos	2	11	Y	
Classroom - 3 Year Old	, Threes	2	16	Y	Table toys
Larger Playground		0	0	Y	
Playground		0	0	Y	
PreK	PreK	3	12	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 7

#Children Count: 39

Comments:

The child care program is in compliance with the exemption category.

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 - Activities observed to be appropriate and safe for children in care.

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

EX-HS-.F - A variety of equipment and toys were observed throughout the Program.

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

EX-HS-.Q - The Program does not provide swimming activities.

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

EX-HS-.X - Program operating as approved.

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

EX-HS-.B - Program observed to have adequate toilets, sinks and supplies 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, the last fire inspection was conducted September 28, 2024.

POI (Plan of Improvement)

The Program will obtain appropriate approvals, and ensure compliance with applicable laws and regulations by the state fire marshal, proper local fire marshal or state inspector, including a certificate of occupancy, are maintained and met.

Correction Deadline: 3/31/2026**Finding**

EX-HS-.L(3) requires that potentially hazardous equipment, materials and supplies to be stored in a locked area inaccessible to children. Examples of items to be stored include non-food related products under pressure in aerosol dispensing cans, flammable and corrosive materials, cleaning supplies, poisons, insecticides, office supplies and industrial-sized or commercial buckets with a capacity of three gallons or more or any other similar device with rigid sides which would not tip over if a toddler fell into the container head first. It was determined based on observation, the following hazardous items were identified in the specified areas:

2-Year-Old Classroom

- Two containers of Clorox wipes were found on a small table on the right side of the classroom, accessible to children.
- A package of baby wipes was located on the floor in the second stall of the bathroom, also accessible to children.

3-Year-Old Classroom

- A package of baby wipes was found in the block area on a small table on the right side of the classroom, accessible to children.

POI (Plan of Improvement)

The Program will identify all hazardous items and keep them in a locked area inaccessible to children. The Program will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 2/6/2026**EX-HS-.M Playgrounds(CS)****Met****Comment**

EX-HS-.M - Playground appears clean and well maintained.

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

EX-HS-.U - No diapered children are enrolled.

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

EX-HS-.H - Hand washing was not observed during the visit but proper hand washing rules were discussed.

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

EX-HS-.I - Observed medication stored inaccessible to children.

Policies and Procedures

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) A description of behavior management and discipline actions used by the program, 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.

It was determined by a review of records, the program was missing the following policies and procedures: (d) prevention and response to food and allergic reactions; (e) 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) A description of behavior management and discipline actions used by the program, 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.

POI (Plan of Improvement)

The Program will revise their policies and procedures to include all required information and update as needed.

Correction Deadline: 3/31/2026

EX-HS-.T Required Reporting

Met

Comment

EX-HS-.T - There were no incidents or injuries that required reporting.

Safety

EX-HS-.E Discipline(CS)

Met

Comment

EX-HS-.E - Staff were observed to maintain an age appropriate learning environment on this date.

EX-HS-.S Field Trips

N/A

Comment

EX-HS-.S - No field trips are offered.

EX-HS-.R Transportation(CS)

N/A

Comment

EX-HS-.R - Program does not provide routine transportation.

Sleeping & Resting Equipment

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

Met

Comment

EX-HS-.V - The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 2

Staff # 5

Not Met

Date of Hire: 08/19/2021

"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours

Staff # 8

Not Met

Date of Hire: 04/24/2023

"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours

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

Met

Comment

EX-HS-.D - Observed evidence of Criminal records check.

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

Met

Comment

EX-HS-.G - Observed evidence of staff training in CPR and first aid on this date.

EX-HS-.K Personnel Records

Met

Comment

EX-HS-.K - Observed personal records maintained.

EX-HS-.N Staff Requirements

Met

Comment

EX-HS-.N - Observed a director or person responsible for overall supervision of the program.

Finding

Hex-s-.P(4)(a-b) requires staff complete annual training (a) Every calendar year after the first year of employment, the Director, 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 bin contaminants);

(iii) Safety (e.g., prevention of Sudden Unexpected Infant Death (SUED) which includes Sudden Infant Death Syndrome (SIDE) 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 a review of records, two of fifteen staff members have not completed the required 10 hours of annual training.

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: 3/31/2026

Staffing and Supervision

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

Met

Comment

EX-HS-.O - Adequate supervision observed on this date.