

**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:** 1/10/2022**VisitType:** EX-Monitoring**Arrival:** 4:00PM**Departure:** 4:30PM**EX-51927 EXMT-16782 EX-1 - Government
DeKalb County Schools ASED - Hambrick
Elementary**1101 Hambrick Road, Stone Mountain GA 30083
DeKalb County
(678) 676-5603
james_hearn@dekalbschoolsga.org**Mailing Address**

5829 Memorial Drive, GA 30087

Regional 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
1/10/2022	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, Sixes	2	10	Y	
Classroom 2		0	0	Y	No children present

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 2

#Children Count: 10

Comments:

A Random CAPS Health and Safety Monitoring visit was completed January 10, 2022, due to COVID-19. The virtual visit was conducted virtually via Zoom with Ms. Shearon Smith. We discussed the Health and Safety Protocols regarding COVID 19. After the children transition to the afterschool program, PreK-2nd grades are escorted to the cafeteria by the staff. All of the older children transition on their own. Hands are sanitized prior to the distribution of snacks and afterwards. The wearing of masks are required and the students are socially distanced. Handwashing/sanitation practices are completed before & after eating, after toileting and outside play. It was determined through the observation of records and discussion, the program is operating as approved. A copy of the CAPS Health and Safety Monitoring visit was sent electronically. on January 11, 2022. Corrective Action Plan: No Plan Developed

Corrective Action Plan: No Plan Developed



Please refer the website, <http://www.dec.state.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 Maximus or the CAPS 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).

Director/Person-in-charge Signature_____

Printed Name_____ Date_____

Specialist Signature_____ Date_____

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The following information is associated with a Exemption Monitoring:**Activities and Equipment****EX-HS-.A****Met****Comment**

EX-HS-.A(3) - The Provider does execute a daily prescribed program of varied and developmentally appropriate activities such as Arts & Crafts, Journaling, and Outside & Free Play that promotes the social, emotional, physical, cognitive, language and literacy development of each child.

EX-HS-.F Equipment & Toys (CS)**Met****Comment**

The equipment and furniture was observed to be properly secured, as applicable. The Provider ensures all tables, chairs, etc., are wiped down and sanitized with Lysol & Disinfectant sprays.

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

The Program does not provide swimming activities.

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

EX-HS-.C(4) - The Provider does maintain a file for each child while such child is in care at the program. The file does contain the following: identifying information about the child to include: name, date of birth, gender, address, and names of both Parents, if applicable, cell phone and emergency contact information as well as the person(s) to whom the child may be released.

Exemptions**EX-HS-.X Exemption Requirements (NCP)****Met****Comment**

No hazards observed accessible to children on this date.

Facility

EX-HS-.B	Met
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Comment

EX-HS-.B(5) - It was determined through observation, the bathrooms are located adjacent to the child care areas. The supplies are within easy reach for the children and equipped with soap, toilet tissue and single-use towels.

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

It was determined through the observation of records the Provider has met the approval of local fire safety agencies and building authorities on this date.

EX-HS-.M Playgrounds (CS)	N/A
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Comment

The Provider does ensure the children has recreational activities outside however there is no equipment on the playground.

Health and Hygiene

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

The Program does not conduct diapering for younger children.

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

Hand washing was not observed during the visit but proper hand washing rules were discussed.

EX-HS-.I Medications (CS)	N/A
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Comment

It was determined through discussion the provider does not administer medication.

Policies and Procedures

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

It was determined that the program provides Parents a copy of the Program's written policies and procedures.

Comment

The Provider does ensure emergency preparedness by executing regularly schedule fire and tornado drills as well as policies and procedures for possible situations such as "A Dangerous Person or an Active Shooter."

EX-HS-.T Required Reporting (NCP)	Met
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Comment

It was determined through discussion the Provider did report one (1) incident to the local authorities. The incident was not associated with any serious illness nor injury.

Safety

EX-HS-.S	N/A
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Comment

The Program does not sponsor field trips.

EX-HS-.E Discipline (CS)**Met****Comment**

Determined age-appropriate discipline is communicated to staff on this date.

EX-HS-.R Transportation (CS)**N/A****Comment**

The Program does not provide routine transportation.

Sleeping & Resting Equipment**EX-HS-.V Safe Sleeping and Resting Requirements (CS)****N/A****Comment**

The Program does not care for infants therefore safe sleep policies are not necessary.

Staff Records**Records Reviewed: 3****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 09/12/2019

Staff # 2

Met

Staff # 3

Met

Date of Hire: 08/12/2019

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

EX-HS-.K(1) - It was determined by the observation of records the program does maintain a personnel file on all Staff.

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

EX-HS-.N(1) - The Site Coordinator is responsible for the supervision, operation and maintenance of the program. The Site Coordinator is on the premises and if absent from the program at any time during the hours of operation, there is an officially designated person on-site to assume responsibility for the operation of the program.

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

It was determined by the observation of records, three (3) out of three (3) employees are compliant regarding the completion of their Criminal Record Checks. All have met the expectation of receiving a comprehensive satisfactory determination.

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

It was determined by the observation of records, three (3) out of three (3) employees have met the standard regarding the completion of CPR/First Aid training.

Comment

It was determined by the observation of records, three (3) out of three (3) employees are compliant regarding the completion of the Health & Safety Orientation and ten (10) hours Annual training.

Staffing and Supervision

Comment

Adequate supervision observed on this date.