



**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:** 5/26/2022

**VisitType:** EX-Monitoring

**Arrival:** 4:45PM

**Departure:** 5:25PM

**EX-48540 EXMT-13960 EX-1 - Government  
Marietta Community Schools - Dunleith  
Elementary ASP/BSP**

120 Saine Drive, SW, Marietta GA 30008 Cobb  
County  
(770) 429-3196 dwiley@marietta-city.k12.ga.us

**Mailing Address**

368 Wright Street, GA 30064

**Regional Consultant**

Nilia Lalin

Phone: (770) 405-7929

Fax: (404) 591-4949

nilia.lalin@dec.state.ga.gov

Joint with:

| Compliance Zone Designation |               |    | Prevention Action Category     | Intermediate Action Category     | Dismissal Action Category |
|-----------------------------|---------------|----|--------------------------------|----------------------------------|---------------------------|
| 5/26/2022                   | EX-Monitoring | NA | <b>Prevention Level 1 (P1)</b> | <b>Intermediate Level 1 (I1)</b> | <b>Dismissal (D)</b>      |
|                             |               |    | Technical Assistance           | Corrective Action Plan           | Dismissal                 |
|                             |               |    |                                | Office Conference                | Disqualification          |
|                             |               |    | <b>Prevention Level 2 (P2)</b> | <b>Intermediate Level 2 (I2)</b> |                           |
|                             |               |    | Citation                       | Fine (Level 1 or 2)              |                           |
|                             |               |    | Plan of Improvement            |                                  |                           |
|                             |               |    | <b>Prevention Level 3 (P3)</b> | <b>Intermediate Level 3 (I3)</b> |                           |

**Staff: Child Ratios**

| Room Description    | Age Groups | Staff Count | Children Count | State Ratio Met | Notes   |
|---------------------|------------|-------------|----------------|-----------------|---|
| Cafeteria           | , Sixes    | 2           | 11             | Y               |   |
| Gym                 | , Sixes    | 2           | 30             | Y               | Enrichment activity was being provided to the children by two Atlanta Rugby employees. On-site program director stated that ASP staff are always present with the children while the enrichment program is taking place and at no times Atlanta Rugby employees have unsupervised access to the children. |
| Outdoor eating area |            | 0           | 0              | Y               |   |
| Playground          |            | 0           | 0              | N               |   |

Group Sizes Met? N

Total # Non-Care Staff Present: 0

#Staff Count: 4

#Children Count: 41

**Comments:**

On May 18, 2022, an in-person visit was conducted at the facility for the purpose of CAPS Monitoring. On May 26, 2022, an administrative review was completed to review required documents.

Corrective Action Plan: Developed This Date



Please refer the website, <http://www.dec.state.ga.us/CCS/Regulations.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.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

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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**(Summary Report)**

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**The following information is associated with a Exemption Monitoring:**

**Activities and Equipment**

**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.

**Exemptions**

**EX-HS-.X Exemption Requirements (NCP)**

**Not Met**

**Comment**

Fire inspection was conducted on January 7, 2022 and no violations were found.

**Finding**

EX-HS-.X(1) requires a program granted an exemption to post in a prominent place near the front entrance of the facility both a copy of the exemption approval letter issued by the department and a notice provided by the department that will notify a parent or guardian that the program is not licensed and is not required to be licensed by the state. It was determined based on observation, that the Exemption Approval and Certificate were not posted in a prominent place in the program.

**POI (Plan of Improvement)**

The Program will post the Exemption Approval and Certificate in a prominent place in the program.

**Correction Deadline: 5/26/2022**

**Facility**

**EX-HS-.L Physical Plant (NCP)**

**Met**

**Technical Assistance**

Please be mindful to keep items that pose a hazard inaccessible to children. Specialist observed two staff purses accessible to children on a table by the entrance to the gym from cafeteria.

**Comment**

Program appears clean and well maintained.

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

Playground observed to be clean and in good repair.

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

No diapered children are enrolled.

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

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

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

Medication is not dispensed

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

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

**Comment**

Observed the Program's written emergency plan on this date.

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**EX-HS-.T Required Reporting (NCP)****Not Evaluated****Comment**

There were no incidents or injuries that required reporting.

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**Safety****EX-HS-.S****N/A****Comment**

No field trips are offered

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

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

**Comment**

Staff were observed to maintain an age appropriate learning environment on this date.

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

Program does not provide routine transportation.

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

No infants are enrolled.

**Records Reviewed: 4**

**Records with Missing/Incomplete Components: 3**

Staff # 1 Not Met

Date of Hire: 08/27/2021

"Missing/Incomplete Components"

EX-HS-.D-Criminal Records Check Missing

Staff # 2 Met

Date of Hire: 05/21/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 3 Not Met

Date of Hire: 08/02/2021

"Missing/Incomplete Components"

EX-HS-.D-Criminal Records Check Missing

Staff # 4 Not Met

Date of Hire: 09/09/2021

"Missing/Incomplete Components"

EX-HS-.D-Criminal Records Check Missing

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

**Technical Assistance**

The Program will maintain personnel records for all employees and submit to the department when requested.

**EX-HS-.D Criminal Records and Comprehensive Background Checks (CS) Not Met**

**Finding**

EX-HS-.D(1) requires every staff member with direct care responsibilities must have a Satisfactory Criminal Records Check Determination before the individual is present at the program while any child is present for care. It was determined based on review of records that three out of four staff did not have a Satisfactory Criminal Records Check Determination before starting employment while children were present for care.

**POI (Plan of Improvement)**

The Program will ensure that staff members obtains a DECAL Satisfactory Criminal Records Check Determination or port over the Satisfactory Criminal Records Check before the staff member is present at the program while children are present for care.

**Correction Deadline: 5/26/2022**

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

**Comment**

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

**EX-HS-.P Staff Training (NCP) Met**

**Comment**

Observed training for all staff members on this date.

**Staffing and Supervision**

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

**Comment**

Adequate supervision observed on this date.

