



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: 7/11/2023

VisitType: EX-Monitoring

Arrival: 10:20AM

Departure: 12:35PM

EX-47930 EXMT-13330 EX-1 - Government Gwinnett County Board of Commissioners- Shorty Howell Park

2750 Pleasant Hill Road, Duluth GA 30096 Gwinnett County (678) 277-0903 Tania.Ballou@GwinnettCounty.com

Regional Consultant

Sherri Thompson

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sherri.thompson@dec.al.ga.gov

Joint with:

Mailing Address

75 Langley Drive, GA 30046

Table with 4 columns: Compliance Zone Designation, Prevention Action Category, Intermediate Action Category, Dismissal Action Category. Rows include Prevention Level 1 (P1), Prevention Level 2 (P2), and Prevention Level 3 (P3) with corresponding actions like Technical Assistance, Citation, and Plan of Improvement.

Staff: Child Ratios

Table with 6 columns: Room Description, Age Groups, Staff Count, Children Count, State Ratio Met, Notes. Row: Multi Purpose Room, Six and older, 3 staff, 29 children, Y ratio met.

Group Sizes Met? Y

Total # Non-Care Staff Present: 1

#Staff Count: 3

#Children Count: 29

Comments:

Today's visit was a CAPS monitoring visit. The program was found to be in compliance with their designated exemption category during the time of the visit.

Corrective Action Plan: Developed This Date



Please refer the website, http://www.dec.al.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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(Summary Report)

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The following information is associated with a Exemption Monitoring:

Activities and Equipment

EX-HS-.A Activities **Met**

Comment

EX-HS-.A(2)(a)-(c) - Individual attention to children observed during time of visit.

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) **Met**

Comment

Swimming activities provided off site. A swim test is conducted weekly for program participants and permission to participate in swim activities is acquired weekly. Permission to swim was observed for June 29, 2023.

Children's Records

EX-HS-.C Children's Records **Technical Assistance**

Technical Assistance

EX-HS-.C(1) - Please ensure all children's records include emergency contact information in the event parent (s) cannot be reached. This would include name, phone number and complete address.

Exemptions

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

Comment

EX-HS-.X(2) - Parent agreements observed in sample of three children's records.

Facility

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

Comment

EX-HS-.B(5) - Bathrooms were observed to be clean and well stocked with soap, paper towels, and toilet paper on the date of the visit.

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

Comment

Observed current fire inspection dated May 25, 2023.

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

Comment

Playground observed to be clean and in good repair. Resilient surfacing could not be measured due to recent rain saturation of wood chips.

Health and Hygiene

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

Comment

Program does not sever children diapered children.

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

Comment

Staff were observed to remind children to wash hands.

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

Comment

Observed medication stored inaccessible to children

Policies and Procedures

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

Comment

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

EX-HS-.T Required Reporting **Met**

Comment

There were no incidents or injuries that required reporting.

Safety

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

Comment

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

EX-HS-.S Field Trips **Met**

Comment

EX-HS-.S(1) - Permission forms for off site swimming were observed to be complete during the time of the visit.

EX-HS-.R Transportation(CS) **Not Met**

Finding

EX-HS-.R(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Program, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on the Specialist's review of transportation records that the log did not include a first check of the vehicle once transportation has concluded.

POI (Plan of Improvement)

The Program will use the model log for transportation.

Correction Deadline: 7/12/2023

Finding

EX-HS-.R(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on the Specialist's review of transportation records that the log did not include a second check of the vehicle once transportation has concluded.

POI (Plan of Improvement)

The Program will use the model log for transportation.

Correction Deadline: 7/12/2023

Sleeping & Resting Equipment

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

N/A

Comment

No infants are enrolled.

Staff Records

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Staff's Name [# 1]: Ballou, Tania	Met
Date of Hire: 01/25/2020	
Staff's Name [# 2]: Cheema, Noor	Met
Date of Hire: 05/16/2023	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff's Name [# 3]: Garner, Niyah	Met
Date of Hire: 05/14/2022	
Staff's Name [# 4]: Hoang, Kenney	Met
Date of Hire: 05/31/2023	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff's Name [# 5]: Johnson, Brandon	Met
Date of Hire: 02/08/2021	
Staff's Name [# 6]: Ly, Jaden	Met
Date of Hire: 07/10/2023	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff's Name [# 7]: Partridge, Yolanda	Met
Date of Hire: 03/02/2021	
Staff's Name [# 8]: Welsh, Kevin	Met
Date of Hire: 06/28/2022	
Staff's Name [# 9]: White, Zoe	Met

Date of Hire: 05/14/2022

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

Comment

Criminal record checks were observed to be complete on the date of the visit for current staff.

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 Met

Comment

EX-HS-.K(1) - Staff records were observed to be on-site and complete at the time of the visit.

EX-HS-.N Staff Requirements Met

Comment

EX-HS-.N(1) - Director for the program was present on the date of the visit.

EX-HS-.P Staff Training Met

Comment

Observed training for all staff members on this date and was complete based on the hire dates for each staff member.

Staffing and Supervision

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

Comment

Adequate supervision observed on this date.