

**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:** 12/3/2021**VisitType:** EX-Monitoring**Arrival:** 2:00PM**Departure:** 3:00PM**EX-44622 EXMT-13196 EX-1 - Government
Camden County - Crooked River Elementary
Extended Day Program**3570 Charlie Smith, Sr. Highway, St. Marys GA
31558 Camden County
(912) 673-7064 ldurbin@camden.k12.ga.us**Mailing Address**

311 South East Street, GA 31548

Regional Consultant

Brienne Walters

Phone: (912) 544-9775

Fax: (912) 544-9774

brienne.walters@dec.state.ga.us

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
12/3/2021	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
1		0	0	N	

Group Sizes Met? N

Total # Non-Care Staff Present: 0

#Staff Count: 0

#Children Count: 0

Comments:

A virtual visit and administrative review was conducted on December 3, 2021. The purpose of the visit was to complete a CAPS monitoring visit.

Corrective Action Plan: No Plan Developed

Please refer the website, <http://www.dec.state.ga.us/CCS/RuleAndRegulations.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)**Date:** 12/3/2021**VisitType:** EX-Monitoring**Arrival:** 2:00PM**Departure:** 3:00PM**EX-44622 EXMT-13196 EX-1 - Government
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The following information is associated with a Exemption Monitoring:**Activities and Equipment****EX-HS-F Equipment & Toys (CS)****Met****Comment**

During the virtual visit, equipment and furniture appeared to be secured.

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

Program does not provide swimming activities. No pool on site.

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

Observed compliance with local fire safety agencies and local building authorities during the administrative review.

Facility**EX-HS-L Physical Plant (NCP)****Met****Comment**

During the virtual visit, the program appeared clean and well maintained. The director stated staff prepare for children's arrival by ensuring no hazards are present.

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

During the virtual visit, the playground was observed to be clean and in good repair. The program has access to large open space and sections with playground equipment for play. The equipment appeared in good condition and adequate fall zones with mulch and sand was observed. Discussed ensuring that staff spot check that six inches of mulch/sand is present in fall zones and redistribute as needed. The entire school property is surround with fencing. Staff will provide a watchful oversight of children when outside to ensure they remain in the designated play areas and all children can be supervised by staff.

Health and Hygiene**EX-HS-U Diapering Areas & Practices (CS)****Not Evaluated****Comment**

The program director stated that there were no diapered children currently enrolled.

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

No children were present during the virtual visit. Proper hand washing rules were discussed.

EX-HS-.I Medications (CS)	Not Evaluated
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Comment

The program director stated that medication has not been dispensed.

Policies and Procedures

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

A copy of the written policies and procedures and emergency plans were reviewed as part of the administrative review.

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

The program director stated there have been no incidents or injuries that required reporting.

Safety

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

There were no children present during the virtual visit. The program's discipline policy was reviewed and regulations regarding proper discipline were discussed.

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

The director stated that the program does not provide routine transportation or field trips.

Sleeping & Resting Equipment

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

No safe sleep policies are necessary.

Staff Records

Records Reviewed: 2	Records with Missing/Incomplete Components: 0
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Staff # 1	Met
Date of Hire: 07/27/2021	

Staff # 2	Met
Date of Hire: 02/05/2020	

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

Criminal record checks were observed to be complete for two (2) of two (2) staff.

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

Observed evidence of staff training in CPR and first aid during the administrative review.

Comment

Observed training for all staff members during the administrative review.

Staffing and Supervision**EX-HS-.O Staff:Child Ratios and Supervision (CS)****Not Evaluated****Comment**

No children were present during the virtual visit. Staff: child ratio requirements and supervision was discussed.