



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: 1/11/2023

VisitType: EX-Monitoring

Arrival: 3:00PM

Departure: 4:30PM

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 Idurbin@camden.k12.ga.us

Mailing Address

311 South East Street, GA 31548

Regional Consultant

Brianne Walters

Phone: (912) 544-9775

Fax: (912) 544-9774

brianne.walters@dec.al.ga.gov

Joint with:

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 1: Gym, Fours, Fives, Six and older, 3 staff, 22 children, Y ratio met.

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 3

#Children Count: 22

Comments:

An in-person visit was conducted at the facility for the purpose of a CAPS Monitoring visit.

Corrective Action Plan: No Plan Developed



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.

- 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](mailto: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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**Departure:** 4:30PM

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Camden County - Crooked River Elementary  
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Joint with:

**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.

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

**EX-HS-.Q Swimming Pools & Water-related Activities(CS)**

**N/A**

**Comment**

Program does not provide swimming activities.

**Exemptions**

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

**Met**

**Comment**

The program was observed to be operating within the guidelines they were initially approved.

**Facility**

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

**Met**

**Comment**

No hazards observed accessible to children during the visit.

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

**Technical Assistance**

**Technical Assistance**

Discussed that the S hooks at the top of the swing chains on the larger left playground are showing signs of rust and should be monitored for deterioration and needed replacement in the future.

**Health and Hygiene**

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

**N/A**

**Comment**

No diapered children are enrolled.

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

**Comment**

Proper hand washing observed throughout the program.

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

**Comment**

Medication is not dispensed

**Policies and Procedures**

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

**Comment**

Observed evidence of written policies and procedures that describe the Program's operations on this date.

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

**Comment**

There were no incidents or injuries that required reporting.

**Safety**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

**EX-HS-.S Field Trips** **N/A**

**Comment**

No field trips are offered

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

**Comment**

Program does not provide routine transportation.

**Sleeping & Resting Equipment**

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

**Comment**

No safe sleep policies are necessary.

**Staff Records**

**Records Reviewed: 3**

**Records with Missing/Incomplete Components: 0**

Staff's Name [# 1]: Armstrong, Cordelia

Met

Date of Hire: 09/15/2022

Staff's Name [# 2]: Hendrix, Ruby

Met

Date of Hire: 02/05/2020

Staff's Name [# 3]: Randolph, Taniya

Met

Date of Hire: 01/12/2023

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

---

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

Three (3) of three (3) staff had evidence of a comprehensive satisfactory background check determination letter from the department.

---

**EX-HS-W First Aid & CPR****Met****Comment**

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

---

**EX-HS-P Staff Training****Met****Comment**

Observed training for all staff members on this date.

---

<b>Staffing and Supervision</b>
---------------------------------

---

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

Adequate supervision and staff:child ratios observed on this date.



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Arrival: 3:00PM

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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 1: Gym, Fours, Fives, Six and older, 3 staff, 22 children, Y ratio met.

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 3

#Children Count: 22

Comments:

An in-person visit was conducted at the facility for the purpose of a CAPS Monitoring visit.

Corrective Action Plan: No Plan Developed

Box containing a fingerprint icon and text regarding rule changes on October 1, 2018, and a list of requirements for staff background checks.

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.

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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
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Director/Person-in-charge Signature \_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Specialist Signature \_\_\_\_\_ Date \_\_\_\_\_



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**(Children Worksheet)**

**Date:** 1/11/2023

**VisitType:** EX-Monitoring

**Arrival:** 3:00PM

**Departure:** 4:30PM

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Joint with:

**Records Reviewed: 3**

**Records with Missing/Incomplete Components: 0**

Child's Name [# 1]: Crandall, Emma

Met

Child's Name [# 2]: Emrick, Braden Turner

Met

Child's Name [# 3]: Kandel, Bella

Met





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**(Staff Worksheet)**

**Date:** 1/11/2023

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**Records with Missing/Incomplete Components: 0**

Staff's Name [# 1]: Armstrong, Cordelia

Met

Date of Hire: 09/15/2022

Staff's Name [# 2]: Hendrix, Ruby

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Met

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



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

**Met**

**Comment**

A variety of equipment and toys were observed throughout the Program.

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

**EX-HS-.Q Swimming Pools & Water-related Activities(CS)**

**N/A**

**Comment**

Program does not provide swimming activities.

**Exemptions**

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

**Met**

**Comment**

The program was observed to be operating within the guidelines they were initially approved.

**Facility**

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

**Met**

**Comment**

No hazards observed accessible to children during the visit.

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

**Technical Assistance**

**Technical Assistance**

Discussed that the S hooks at the top of the swing chains on the larger left playground are showing signs of rust and should be monitored for deterioration and needed replacement in the future.

**Health and Hygiene**

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

**N/A**

**Comment**

No diapered children are enrolled.

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

**Comment**

Proper hand washing observed throughout the program.

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

**Comment**

Medication is not dispensed

**Policies and Procedures**

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

**Comment**

Observed evidence of written policies and procedures that describe the Program's operations on this date.

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

**Comment**

There were no incidents or injuries that required reporting.

**Safety**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

**EX-HS-.S Field Trips** **N/A**

**Comment**

No field trips are offered

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

**Comment**

Program does not provide routine transportation.

**Sleeping & Resting Equipment**

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

**Comment**

No safe sleep policies are necessary.

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**Records Reviewed: 3**

**Records with Missing/Incomplete Components: 0**

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Date of Hire: 09/15/2022

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Date of Hire: 02/05/2020

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Three (3) of three (3) staff had evidence of a comprehensive satisfactory background check determination letter from the department.

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**EX-HS-W First Aid & CPR****Met****Comment**

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

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**EX-HS-P Staff Training****Met****Comment**

Observed training for all staff members on this date.

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<b>Staffing and Supervision</b>
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**EX-HS-O Staff:Child Ratios and Supervision(CS)****Met****Comment**

Adequate supervision and staff:child ratios observed on this date.



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**(Compliance Determination Worksheet)**

**Date:** 1/11/2023

**VisitType:** EX-Monitoring

**Arrival:** 3:00PM

**Departure:** 4:30PM

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Joint with:

<b>Rule Violations</b>					
<b>Naming Number</b>	<b>Severity</b>		<b>Core Standard</b>		<b>NonCore With Points</b>
	Low	Medium	High	Extreme	Total
Core Standard Severity Totals:	0	0	0	0	0
Non-Core Standard Severity Totals:					0
Total Points					0

<b>Violation Class (A,B,C,D)</b>	<b>Violation Level</b>			
	<b>I 0-3 Points</b>	<b>II 4-5 Points</b>	<b>III 6-10 Points</b>	<b>IV 11 + Points</b>
<b>D (10 points per indicator)</b> • Extreme Harm • Imminent Danger	<b>I3 - (D)</b>			
<b>C (6 points per indicator)</b> • High Risk	<b>I1 - I2 (CI)</b>	<b>I1 - I3 (CII)</b>	<b>I2-C (CIII)</b>	<b>I3 (CIV)</b>
<b>B (2 points per indicator)</b> • Medium Risk	<b>N/A ** (BI)</b>	<b>P2 - P3 (BII)</b>	<b>I1 - I2 (BIII)</b>	<b>I2 (BIV)</b>
<b>A (1 point per indicator)</b> • Low Risk • CCDF Non Core	<b>P1 - P2 (AI)</b>	<b>P1 - P3 (AII)</b>	<b>P2-P3 (AIII)</b>	<b>I1 - I2 (AIV)</b>

<b>Prevention Action Category</b>	<b>Intermediate Action Category</b>	<b>Dismissal Action Category</b>
<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>	

---

Lou Durbin, Program Official

Date

---

Brianne Walters, Consultant

Date



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**(History Grid)**

**Date:** 1/11/2023

**VisitType:** EX-Monitoring

**Arrival:** 3:00PM

**Departure:** 4:30PM

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Joint with:

	<b>Visit Type:</b>	Exemption Monitoring
	<b>Date:</b>	1/11/2023
	<b>Exemption Number:</b>	EX-44622
	<b>Category Number</b>	EX-1 - Government
	<b>Compliance Zone:</b>	NA
	<b>Points:</b>	0
	<b>Enforcement Box:</b>	
<b>Compliance Group</b>	<b>Rule</b>	



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(Cover Sheet)

Date: 1/11/2023

VisitType: EX-Monitoring

Arrival: 4:45PM

Departure: 6:00PM

EX-44625 EXMT-13200 EX-1 - Government
Camden County - Mamie Lou Gross Elementary
Extended Day Program

277 Roberts Path, Woodbine GA 31569 Camden
County
(912) 576-4801 ldurbin@camden.k12.ga.us

Mailing Address

311 South East Street, GA 31548

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Joint with:

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Staff: Child Ratios

Table with 6 columns: Room Description, Age Groups, Staff Count, Children Count, State Ratio Met, Notes. Rows for Cafeteria and Gym.

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 2

#Children Count: 3

Comments:

An in-person visit was conducted at the facility for the purpose of a CAPS Monitoring visit.

Corrective Action Plan: No Plan Developed



Please refer the website, http://www.dec.state.ga.us/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



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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
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Director/Person-in-charge Signature \_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Specialist Signature \_\_\_\_\_ Date \_\_\_\_\_



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**(Summary Report)**

**Date:** 1/11/2023

**VisitType:** EX-Monitoring

**Arrival:** 4:45PM

**Departure:** 6:00PM

**EX-44625 EXMT-13200 EX-1 - Government  
Camden County - Mamie Lou Gross Elementary  
Extended Day Program**

277 Roberts Path, Woodbine GA 31569 Camden  
County  
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Joint with:

**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.

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

**EX-HS-.Q Swimming Pools & Water-related Activities(CS)**

**N/A**

**Comment**

Program does not provide swimming activities.

**Exemptions**

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

**Met**

**Comment**

The program was observed to be operating within the guidelines they were initially approved.

**Facility**

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

**Met**

**Comment**

No hazards observed accessible to children on this date.

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

**Technical Assistance**

**Technical Assistance**

Discussed that the bottom of the front right metal support pole on the left swingset had sharp edges. All support poles on both swingsets should be monitored for safety to ensure they remain supportive. Resilient material should be redistributed in fall zones to ensure there is an adequate amount where required.

**Health and Hygiene**

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

There were no children enrolled in the program on this date. Proper diaper facilities were observed with warm running water and proper ventilation.

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

Proper hand washing observed throughout the program.

---

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

Medication has not been dispensed.

---

**Policies and Procedures**

---

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

Observed evidence of written policies and procedures that describe the Program's operations on this date.

---

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

There were no incidents or injuries that required reporting.

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**Safety**

---

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

Age-appropriate discussion and/or redirection observed.

---

**EX-HS-.S Field Trips****N/A****Comment**

No field trips are offered

---

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

Program does not provide routine transportation.

---

**Sleeping & Resting Equipment**

---

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

No safe sleep policies are necessary.

---

**Staff Records**

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

Staff's Name [# 1]: Durbin, Lou

Met

Date of Hire: 09/28/1996

Staff's Name [# 2]: Lawrence, Sandria

Met

Date of Hire: 03/11/2022

Staff's Name [# 3]: Taylor, Evelyn

Met

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

**Met**

**Comment**

It was observed that two (2) of two (2) current staff had evidence of a comprehensive satisfactory background check determination letter from the department.

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**EX-HS-.W First Aid & CPR**

**Met**

**Comment**

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

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**EX-HS-.P Staff Training**

**Met**

**Comment**

Observed training for all staff members on this date.

<b>Staffing and Supervision</b>
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**EX-HS-.O Staff:Child Ratios and Supervision(CS)**

**Met**

**Comment**

Adequate staff:child ratios and supervision observed on this date.