

**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:** 9/29/2021**VisitType:** EX-Monitoring**Arrival:** 2:30PM**Departure:** 3:30PM**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

Regional Consultant

Brianna Walters

Phone: (912) 544-9775

Fax: (912) 544-9774

brianna.walters@dec.al.ga.gov

Joint with: Sarah Benton

<u>Compliance Zone Designation</u>			<u>Prevention Action Category</u>	<u>Intermediate Action Category</u>	<u>Dismissal Action Category</u>
9/29/2021	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
Cafeteria		0	0	Y	
Gym		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 2

#Staff Count: 0

#Children Count: 0

Comments:

A virtual visit and administrative review was conducted on September 29, 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.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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Brianne Walters

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Joint with: Sarah Benton

The following information is associated with a Exemption Monitoring:

Activities and Equipment

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

Met

Comment

Equipment and furniture appeared to be properly secured during the virtual visit.

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

N/A

Comment

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

Exemptions

EX-HS-.X Exemption Requirements (NCP)

Met

Comment

Observed compliance with the local zoning authorities, fire safety agencies and local building authorities during the administrative review. The program was operating within their approved exemption guidelines.

Facility

EX-HS-.L Physical Plant (NCP)

Met

Comment

No hazards observed accessible to children during the virtual visit.

EX-HS-.M Playgrounds (CS)

Technical Assistance

Technical Assistance

Discussed maintenance of resilient surface. Please fluff and redistribute as needed in fall zones of climbing equipment, slides and swings. Discussed that the fall zones should have a depth of at least 6 inches. Further discussed that if the swings do not have adequate mulch in the fall zones, the program would either need to add the required amount and maintain, or the swings could not be used by the program. A fall zone resource was emailed to the director explaining depths and fall zone area requirements.

Also discussed that staff should keep a watchful oversight of children on the route to/from the playground and maintain supervision while outside to ensure children remain in the allotted play area. A fence surrounds the school property, but there is not a fence containing the playground separate from the remainder of the property.

Health and Hygiene

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

N/A

Comment

The director stated there were no diapered children enrolled.

EX-HS-.H Hygiene (NCP)

Met

Comment

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

EX-HS-.I Medications (CS)

Not Evaluated

Comment

The director stated that no medication has been dispensed.

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, fire drills are conducted monthly, and an emergency plan is in place.

EX-HS-.T Required Reporting (NCP)

Met

Comment

There were no incidents or injuries that required reporting.

Safety**EX-HS-.S**

N/A

Comment

No field trips are offered

EX-HS-.E Discipline (CS)

Met

Comment

Direct discipline was not observed during the virtual visit. The program's discipline policy was reviewed and regulations regarding proper discipline were discussed with the director.

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

Before/after school program only, sleeping does not take place during the program.

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

Staff # 1

Met

Date of Hire: 08/31/2021

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

Staff # 2

Met

Date of Hire: 07/26/2021

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

Staff # 3

Met

Date of Hire: 08/13/2015

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

Met

Comment

Criminal record checks letters associated with the location were on file for two (2) of two (2) current staff members and one (1) administrative/substitute staff member.

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

Met

Comment

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

EX-HS-.P Staff Training (NCP)

Met

Comment

Observed initial orientation for all staff on this date. Discussed the requirement for CPR/First Aid training and health and safety orientation training by all staff within 90 days of employment.

Staffing and Supervision

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

Met

Comment

There were no children present during the virtual visit. Proper ratios and supervision were discussed.