



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: 5/17/2023

VisitType: EX-Monitoring

Arrival: 6:40AM

Departure: 7:30AM

EX-44630 EXMT-13207 EX-1 - Government Camden County - Woodbine Elementary Extended Day Program

495 Broadwood Road, Woodbine GA 31569 Camden County (912) 576-5982 ldurbin@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 5/17/2023, EX-Monitoring, NA, and various levels (P1, P2, P3) with corresponding actions like Technical Assistance, Citation, and Dismissal.

Staff: Child Ratios

Table with 6 columns: Room Description, Age Groups, Staff Count, Children Count, State Ratio Met, Notes. Row 1: Room 1, Six and older, 1, 3, Y.

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 1

#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.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-.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)

Met

Comment

Staff stated that the playground is not used. Children use a grassy area outside of the program room in the afternoon, if they go outside. When the area is used, staff utilize a supervision plan to ensure children are properly supervised and remain in the area.

Health and Hygiene

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

N/A

Comment

No diapered children are enrolled.

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

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

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

Staff stated medication has not been administered.

Policies and Procedures

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

The program had written policies and procedures and emergency plans, and evidence of monthly fire and emergency drills.

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-.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: 2**Records with Missing/Incomplete Components: 0**

Staff's Name [# 1]: Barnard, Traci

Met

Date of Hire: 08/19/2013

Staff's Name [# 2]: Davis, Averi

Met

Date of Hire: 09/30/2022

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

A satisfactory criminal record check was observed for two (2) of two (2) staff members.

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.

Staffing and Supervision

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

Met

Comment

Adequate supervision and ratios observed on this date.