



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: 1/27/2021

VisitType: EX-Monitoring

Arrival: 2:30PM

Departure: 3:30PM

**EX-44624 EXMT-13197 EX-1 - Government
Camden County - Kingsland Elementary
Extended Day Program**

900 West King Street, Kingsland GA 31548 Camden
County
(912) 729-8413 Idurbin@camden.k12.ga.us

Mailing Address

311 South East Street, GA 31548

Regional Consultant

Sarah Benton

Phone: (770) 357-5103

Fax: (770) 357-5105

sarah.benton@dec.state.ga.us

Joint with:

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
1/27/2021	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 (Level1 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: 1

#Staff Count: 0

#Children Count: 0

Comments:

The administrative review was begun on Jan. 26, 2021 and the virtual visit was completed on Jan. 27, 2021. The report was discussed and emailed to the program for a signature.

Discussed the following regarding the following as per the CDC Guidance for schools and camps as well as the Guidance to meet the Executive Order.

- 1) Healthy Hygiene practices (hand washing, cleaning and disinfecting, ensuring water fountains and ventilation are functioning properly)
- 2) Discussed promoting social distancing
- 3) Limiting sharing of supplies and materials
- 4) Ensuring staff are trained
- 5) Checking for signs and systems and ensuring procedures are in place.

Website Resources:

<https://dph.georgia.gov/>

<http://dec.state.ga.us/BFTS/Covid19.aspx>

<https://gov.georgia.gov/>

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/summer-camps.html>

Corrective Action Plan: No Plan Developed



Please refer the website, <http://www.decal.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@decal.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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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.

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

N/A

Comment

Program does not provide swimming activities.

Exemptions

EX-HS-.X Exemption Requirements (NCP)

Met

Comment

Observed compliance with the local zoning authorities, fire safety agencies and local building authorities on this date.

Facility

EX-HS-.L Physical Plant (NCP)

Met

Comment

Observed approval from the Department, local zoning authorities, fire safety agencies and local building authorities on this date.

EX-HS-.M Playgrounds (CS)

Technical Assistance

Technical Assistance

During the visit, it was raining and staff was able to show some areas of the playground virtually but it was difficult due to the rain. Specialist emailed a playground checklist for the program to utilize. Monitor the resilient surfacing, equipment hazards and other hazards on the playground.

Technical Assistance

EX-HS-.M(1) - The playground was not completely fenced in but this is a public school. Program should utilize cones or other barriers to ensure children's safety.

Correction Deadline: 1/27/2021

Health and Hygiene

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

No diapered children are enrolled.

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

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

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

Program has not dispensed medication. Program submitted sample forms.

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.

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

There were no incidents or injuries that required reporting.

Safety

EX-HS-.S**Met****Comment**

No field trips are offered

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

Observed age-appropriate discipline policies 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: 33**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Staff # 2

Met

Staff # 3

Met

Staff # 4

Met

Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Staff # 12	Met
Staff # 13	Met
Staff # 14	Met
Date of Hire: 12/15/2016	
Staff # 15	Met
Staff # 16	Met
Staff # 17	Met
Staff # 18	Met
Date of Hire: 04/09/2019	
Staff # 19	Met
Staff # 20	Met
Staff # 21	Met
Staff # 22	Met
Staff # 23	Met
Staff # 24	Met
Staff # 25	Met
Staff # 26	Met
Staff # 27	Met
Date of Hire: 08/14/2017	
Staff # 28	Met
Staff # 29	Met

Staff # 30	Met
Staff # 31	Met
Staff # 32	Met
Staff # 33	Met

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

Comment

Criminal record checks were observed to be complete for three of three staff who are assigned to this site. Other staff are assigned to other sites owned by this program.

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

Comment

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

EX-HS-.P Staff Training (NCP) 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

No children on site.