

**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:** 2/8/2023**VisitType:** EX-Monitoring**Arrival:** 2:00PM**Departure:** 3:30PM**EX-48721 EXMT-14137 EX-1 - Government
Gordon County Schools - Max V. Tolbert
Elementary**1435 Hall Memorial Road, Resaca GA 30735
Gordon County
(706) 629-9547 sgilbert@gcbe.org**Mailing Address**

P.O. Box 12001, GA 30703

Regional Consultant

Nilia Lalin

Phone: (770) 405-7929

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nilia.lalin@dec.al.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
2/8/2023	EX-Monitoring	Prevention	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
74		0	0	Y	
82		0	0	Y	
Gym	PreK, Fives, Six and older	4	87	Y	
Playground		0	0	N	

Group Sizes Met? N

Total # Non-Care Staff Present: 0

#Staff Count: 4

#Children Count: 87

Comments:

A CAPS Monitoring Visit was completed on February 8, 2023. The Specialist met with Ms. Morris, program director.

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)**Date:** 2/8/2023**VisitType:** EX-Monitoring**Arrival:** 2:00PM**Departure:** 3:30PM**EX-48721 EXMT-14137 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**

Program is located inside an elementary school. A variety of age appropriate activities 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 documented fire drills, 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 the exemption approval letter and certificate posted by the program entrance. A fire inspection was conducted on August 3, 2022 and the fire inspection report was also observed on this date.

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

Discussed maintenance and redistribution of resilient surface under fall zones, and swings. Provider reported that the playground had slow drainage issues when it rains. No standing water was observed. Specialist and provider discussed allowing the children to use playground only when it's completely dry. The school principal is in the process of taking care the drainage issues.

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

No diapered children are enrolled.

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

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

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

Medication is not dispensed

Policies and Procedures

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

It was determined that the program provides Parents a copy of the Program's written policies and procedures.

Comment

Observed the Program's written emergency plan on this date.

EX-HS-.T Required Reporting (NCP)	N/A
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Comment

There were no incidents or injuries that required reporting.

Safety

EX-HS-.S	N/A
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Comment

No field trips are offered

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

Observed age-appropriate discipline policies on this date.

Comment

Staff were observed to maintain an age appropriate learning environment on this date.

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

Program does not provide routine transportation.

Sleeping & Resting Equipment

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

No infants are enrolled.

Staff Records

Records Reviewed: 7	Records with Missing/Incomplete Components: 0
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Staff # 1	Met
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Date of Hire: 08/02/2018

Staff # 2	Met
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Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met

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

Criminal record checks were observed to be complete.

EX-HS-.W First Aid & CPR (NCP)**Not Met****Finding**

EX-HS-.W(1) requires Program Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Program shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on review of documentation that five out of seven staff members did not have First Aid and CPR training on file.

POI (Plan of Improvement)

The program will ensure that all staff members complete First Aid and CPR training and submit to the department for review when requested.

Correction Deadline: 3/10/2023**EX-HS-.P Staff Training (NCP)****Not Met****Finding**

EX-HS-.P(4) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on review of records that one out of seven staff did not have 10 hours of ongoing training.

POI (Plan of Improvement)

The Program will ensure that all staff members complete 10 hours of ongoing annual training.

Correction Deadline: 3/10/2023**Staffing and Supervision****EX-HS-.O Staff:Child Ratios and Supervision (CS)****Met****Comment**

Adequate supervision observed on this date.