

**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.gov

(Cover Sheet)**Date:** 2/7/2022**VisitType:** EX-Monitoring**Arrival:** 3:30PM**Departure:** 4:30PM**EX-50357 EXMT-15469 EX-1 - Government
Rockdale County Public Schools - Pine Street
Afterschool Care**500 Sigman Road, Conyers GA 30012 Rockdale
County
(770) 483-8713 fgadd@rockdale.k12.ga.us**Mailing Address**

Same

Regional Consultant

Sarah Benton

Phone: (770) 357-5103

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sarah.benton@dec.state.ga.gov

Joint with:

<u>Compliance Zone Designation</u>			<u>Prevention Action Category</u>	<u>Intermediate Action Category</u>	<u>Dismissal Action Category</u>
2/7/2022	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 (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
Cafeterai	, Sixes	1	5	Y	
Gym		0	0	Y	
PreK-K	, Fives	2	7	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 3

#Children Count: 12

Comments:

The purpose of the visit was to complete a CAPS monitoring visit. The visit was completed virtually via ZOOM, An admin review was completed on February 8, 2022.

Corrective Action Plan: Developed This Date

Please refer the website, <http://www.dec.state.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: 2/7/2022

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Arrival: 3:30PM

Departure: 4:30PM

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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 available for use 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 fire safety agency on this date.

Facility

EX-HS-.L Physical Plant (NCP)

Met

Comment

Program appears clean and well maintained.

EX-HS-.M Playgrounds (CS)

Technical Assistance

Comment

During the virtual visit, the video was not stable and the program official could not move close enough to view all areas of the playground. Requested and received pictures of the playground climber and the mulch areas. Discussed fluffing the mulch in and around the fall zones of the large climber to ensure adequate resilient surfacing was available to ensure safety of children.

Technical Assistance

EX-HS-.M(1) - Program officials stated that the playground was not completely fenced on all sides but a gates were located near the entrance and exit of the school to prevent car traffic. Additionally, staff stated that a fence was located along the back of the playground to prevent children from leaving the area. Suggested using additional visual aides such as cones to ensure children remain in the area intended for play.

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**

Medication is not dispensed

Policies and Procedures**EX-HS-.J Operational Policies & Procedures (NCP)****Not Met****Finding**

EX-HS-.J(1)(a-i) requires the Program to establish and implement written policies and procedures that describe the Program's operations as follows: (a) the exclusion of children with contagious illness; (b) notification of parents in the event their child becomes ill while at the facility; (c) the notification of all parents of enrolled children when a reportable contagious illness is present in the facility; (d) the prevention of and response to food and allergic reactions; (e) emergency preparedness and response. A written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the program. The program will have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and will include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions. Such plan shall include assurance that no Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals; (f) the handling and appropriate disposal of bodily fluids and storage of hazardous materials (soiled clothing and bedding); (g) recognition and reporting of child abuse and neglect; (h) fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Program shall maintain documentation of the dates and times of these drills for two years; (i) provide to Parents a copy of the Program's written policies and procedures. It was determined based on a review of policies and procedures that the following required policies were not observed: (c) the notification of all parents enrolled when a reportable illness is present in the program, (f) the handling and appropriate disposal of bodily fluids and storage of hazardous materials and (d) the prevention and response to allergies.

POI (Plan of Improvement)

The Program will add any missing policies to the after school handbook and ensure parents and guardians are provided a copy.

Correction Deadline: 2/12/2022**EX-HS-.T Required Reporting (NCP)****Not Evaluated****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**

Observed age-appropriate discipline policies on this date.

Comment

Program does not provide routine transportation.

Sleeping & Resting Equipment

Comment

No safe sleep policies are necessary.

Staff Records

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 07/25/2016	
Staff # 2	Met
Date of Hire: 10/18/2010	
Staff # 3	Met
Date of Hire: 01/11/1999	
Staff # 4	Met
Date of Hire: 12/02/2013	
Staff # 5	Met
Date of Hire: 07/26/2017	
Staff # 6	Met
Date of Hire: 07/24/2019	
Staff # 7	Met
Date of Hire: 12/04/2008	
Staff # 8	Met
Date of Hire: 07/25/2019	
Staff # 9	Met
Date of Hire: 09/19/2005	

Comment

Criminal record checks were observed to be complete.

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 a review of records that eight of eight staff that should have completed CPR and First Aid within the first 90 days of hire had not completed the training.

POI (Plan of Improvement)

The Program will ensure that staff complete training as required and maintain records on file for review.

Correction Deadline: 3/9/2022

Finding

EX-HS-.P(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that eight of eight staff eligible had not completed health and safety training as required within the first 90 days of employment.

POI (Plan of Improvement)

The Program will ensure staff complete training as required. Emailed a copy of free training to the program.

Correction Deadline: 3/9/2022

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 a review of records that five of five staff eligible for annual training had no evidence that any training had been completed.

POI (Plan of Improvement)

The Program will ensure that staff complete ten hours of training after their first year of employment in the after school program and maintain on file for review.

Correction Deadline: 3/9/2022

Staffing and Supervision**Comment**

Program observed to maintain appropriate staff: child ratios.