



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: 12/14/2021

VisitType: EX-Monitoring

Arrival: 3:30PM

Departure: 4:20PM

**EX-43884 EXMT-6391 EX-1 - Government
DeKalb County Schools ASED - Chesnut
Charter Elementary**

4576 North Peachtree Road, Dunwoody GA 30338
DeKalb County
(678) 676-7102 Deborah_Moore-
Sanders@dekalbschools.ga.gov

Mailing Address

1701 Mountain Industrial Boulevard, GA
30083

Regional Consultant

Rosalyn Elder

Phone: (404) 780-0868

Fax: (770) 232-1931

rosalyn.elder@dec.state.ga.gov

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
12/14/2021	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
Cafeteria	, Fours, Sixes	7	63	Y	Participating in the End of the Year Party
Classroom 1st & 2nd Grades		0	0	Y	
Classroom 3rd-5th Grades		0	0	Y	
Classroom PreK-Kindergarten		0	0	Y	
Media Room		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 7

#Children Count: 63

Comments:

The CAPS Health and Safety Monitoring visit were completed December 14, 2021, due to COVID-19. The virtual visit was conducted virtually via Zoom with Ms. Terry Huitt-Green. We discussed the Health and Safety Protocols in regard to COVID 19. After the children transition to the afterschool program they wash their hands via rest room or hand sanitizer prior to receiving their snacks. The wearing of masks is required. Parents are not permitted to enter inside of the building. It was determined through the observation of records and through discussion, the program is operating as approved.

Corrective Action Plan: Developed This Date



Please refer the website, <http://www.dec.state.ga.us/CCS/Regulations.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.state.ga.us.

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-.A

Met

Comment

EX-HS-.A(3) - Provider does provide a daily prescribed program of varied and developmentally appropriate activities which includes Arts & Crafts, STEM activities, Outside Enrichment and Sport Camps that promote the social, emotional, physical, cognitive, language and literacy development of each child.

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

Met

Comment

The equipment and furniture was observed to be properly secured and clean, as applicable. All chairs, tables, etc., are wiped down and sanitized with Lysol, Clorox wipes throughout the day and prior to the students entering the cafeteria and classrooms.

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

N/A

Comment

It was determined through discussion the Program does not provide swimming activities..

Children's Records

EX-HS-.C

Met

Comment

EX-HS-.C(1) - The Provider does maintain a file for each child while such child is in care at the program. The file does contain the following: identifying information about the child to include: name, date of birth, gender, address, and names of both Parents, if applicable, cell phone and emergency contact information as well as the person(s) to whom the child may be released.

Exemptions

EX-HS-.X Exemption Requirements (NCP)

Technical Assistance

Technical Assistance

Technical Assistance was provided regarding the correct posting of the Approval letter to be adjacent to the Exemption Certificate.

Facility

EX-HS-.B**Met****Comment**

EX-HS-.B(4) - It was determined through observation; bathrooms are located adjacent to the child care areas. The Specialist was able to observe that the bathroom does contain a sink with running "hot" water. The supplies are within easy reach for the children and equipped with soap, toilet tissue and hand dryer.

EX-HS-.L Physical Plant (NCP)**Not Met****Finding**

A program must be in compliance with applicable laws and regulations issued by the state fire marshal, the proper local fire marshal or state inspector, including a certificate of occupancy if required prior to receiving any children for care. It was determined through the observation of records the Provider does not meet the standard requirement regarding building safety. The last Fire Inspection report dated December 7, 2021 reflects the results of the inspection as failed due to Fire Alarm System noncompliance.

POI (Plan of Improvement)

The Provider have made repairs regarding the Fire Alarm System and will send an updated Fire Inspection report to the Specialist after it has been completed. The next inspection date is January 4, 2022.

Correction Deadline: 1/7/2022

EX-HS-.M Playgrounds (CS)**Met****Comment**

It was determined through observation that the playground is clean and free of any debris and/or hazards.

Health and Hygiene

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

The Program does not conduct diapering for younger children.

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)**N/A****Comment**

It was determined through discussion the provider does not administer medication.

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

N/A

Comment

The Program does not sponsor field trips.

EX-HS-.E Discipline (CS)

Met

Comment

Determined age-appropriate discipline is communicated to staff on this date.

EX-HS-.R Transportation (CS)

N/A

Comment

The Program does not provide routine transportation.

Sleeping & Resting Equipment

EX-HS-.V Safe Sleeping and Resting Requirements (CS)

Met

Comment

The Program does not care for infants therefore safe sleep policies are not necessary.

Staff Records

Records Reviewed: 12

Records with Missing/Incomplete Components: 2

Staff # 1	Met
Staff # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.P(3)-Health and Safety Training	
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	Not Met
<u>"Missing/Incomplete Components"</u>	
EX-HS-.D-Criminal Records Check Missing	

EX-HS-K**Met****Comment**

EX-HS-K(1) - It was determined by the observation of records the program does maintain a personnel file on all Staff.

EX-HS-N**Met****Comment**

EX-HS-N(1) - The Site Coordinator is responsible for the supervision, operation and maintenance of the program. The Site Coordinator is on the premises and if absent from the program at any time during the hours of operation, there is an officially designated person on-site to assume responsibility for the operation of the program.

EX-HS-D Criminal Records and Comprehensive Background Checks (CS)**Not Met****Finding**

Every staff member must have a Satisfactory Background Check Determination before the individual is present at the program while any child is present for care. It was determined by the observation of records, thirteen out of fourteen employees are compliant regarding the completion of the Criminal Record Checks through DECAL.

POI (Plan of Improvement)

The Provider will ensure the employee submit a completed application to obtain a Criminal Record Check. The Provider will provide the Specialist with an updated Criminal Record Check determination through DECAL.

Correction Deadline: 12/20/2021

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

All Staff who provide direct care to children must obtain certification in first aid and cardiopulmonary resuscitation within the first 90 days of employment. It was determined by the observation of records, one (1) out of fourteen employees have met the standard regarding the completion of CPR/First Aid training.

POI (Plan of Improvement)

The Program will ensure the staff will receive CPR/First Aid training and upon completion will send a copy of the certificate/card to the Specialist.

Correction Deadline: 1/17/2022

EX-HS-P Staff Training (NCP)**Not Met****Finding**

It was determined by the observation of records, thirteen out of fourteen employees have met the standard regarding the completion of the Health and Safety Orientation training.

POI (Plan of Improvement)

The Program will ensure the employee will receive the Health and Safety Orientation training and upon completion will send a copy of the certificate to the Specialist.

Correction Deadline: 1/12/2022

Staffing and Supervision

EX-HS-O Staff:Child Ratios and Supervision (CS)**Met****Comment**

Adequate supervision observed on this date.