

**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:** 12/13/2022**VisitType:** EX-Monitoring**Arrival:** 1:45PM**Departure:** 4:05PM**EX-44273 EXMT-14065 EX-1 - Government
Columbus Parks & Recreation Community
Schools - Eagle Ridge Elementary**7601 Schomburg Road, Columbus GA 31909
Muscogee County
(706) 225-4652 thies.samantha@columbusga.org**Mailing Address**

107 41st Street, GA 31904

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
12/13/2022	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 (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, Fives, Six and older	3	27	Y	Eating snacks
Gym		0	0	Y	No children present

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 3

#Children Count: 27

Comments:

On December 13, 2022, an (in-person) visit was conducted today at the facility for the purpose of the CAPS Health and Safety Monitoring with Ms. Shaniece Kelley. During the visit we discussed the Health and Safety Protocols, inclusive of handwashing and emergency preparedness. There are a total of 27 students that are enrolled in the afterschool program. After the children transition to the afterschool program the children gather in the computer lab and then are escorted into the cafeteria. Hands are washed prior to the distribution of snacks, after toileting and playtime. The time of operation is currently 1:50 p.m. – 6:00 p.m. Technical assistance was provided regarding the submission of an exemption amendment.

Corrective Action Plan: No Plan Developed



Please refer the website, <http://www.dec.state.ga.gov/CCS/RuleAndRegulations.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:** 12/13/2022**VisitType:** EX-Monitoring**Arrival:** 1:45PM**Departure:** 4:05PM**EX-44273 EXMT-14065 EX-1 - Government
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The following information is associated with a Exemption Monitoring:**Activities and Equipment****EX-HS-.A****Met****Comment**

EX-HS-.A(1) - The Provider does ensure there is a daily prescribed program of varied and developmentally appropriate activities such as arts and crafts, reading groups, board games, homework assistance, outside and indoor play that promote the social, emotional, creative, physical, cognitive, language and literacy development of each child. The staff provides a variety of teaching methods to accommodate the needs of the children's different learning styles.

EX-HS-.F Equipment & Toys (CS)**Met****Comment**

The equipment and furniture were observed to be properly secured, as applicable. The staff spray down the tables and chairs with Lysol on a daily basis.

EX-HS-.Q Swimming Pools & Water-related Activities (CS)**N/A****Comment**

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. It was determined, based on discussion with the Site Coordinator, all of the immunization records for each child are kept at the main office.

Exemptions**EX-HS-.X Exemption Requirements (NCP)****Technical Assistance****Technical Assistance**

EX-HS-.X(1) - Technical Assistance was provided regarding the posting of the exemption approval letter and certificate. Both should be posted adjacent to each other and placed in a prominent area.

Facility

Comment

EX-HS-.B(2) - It was determined through observation, the bathrooms are located adjacent to the child care areas. The supplies are within easy reach for the children and equipped with soap, toilet tissue and single-use towels.

EX-HS-.L Physical Plant (NCP)

Met

Comment

Fire Safety - 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 by the examination of records a fire inspection was conducted October 18, 2022 by the Columbus Fire and EMS Community Risk Reduction. There was one violation regarding the Cooking/Hood Protection. The vent hood suppression systems must be serviced every six (6) months.

EX-HS-.M Playgrounds (CS)

Met

Comment

The Playground was observed to be clean and in good repair. It is enclosed in a fence and free of any debris and/or hazards.

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

N/A

Comment

There are no infants enrolled, therefore the diapering process was not discussed with the Site Director.

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

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 it's written policies and procedures.

Comment

It was determined through discussion and the observation of records, the Provider does execute emergency preparedness by conducting monthly fire and tornado drills, as well as lock down procedures twice a month.

EX-HS-.T Required Reporting (NCP)

Met

Comment

There were no incidents or injuries that required reporting.

Safety

EX-HS-.S	N/A
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Comment

The Program does not sponsor field trips.

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

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

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

The 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

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

Staff Records

Records Reviewed: 3

Records with Missing/Incomplete Components: 0
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Staff # 1	Met
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Date of Hire: 10/30/2015

Staff # 2	Met
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Date of Hire: 11/15/2021

Staff # 3	Met
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Date of Hire: 10/25/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

EX-HS-.K	Met
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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
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Comment

EX-HS-.N(1) - The Site Coordinator is responsible for the supervision, operation and maintenance of the program. The Site Coordinator is on generally on the premises and if absent 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)	Met
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Comment

EX-HS-.D(1) requires every staff member with direct care responsibilities must have a Satisfactory Criminal Records Check Determination before the individual is present at the program while any child is present for care. It was determined based on review of records that three (3) out of three (3) staff members have completed criminal records checks through DECAL.

Comment

EX-HS-.W(1) 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, three (3) out of three (3) employees have met the standard criterion regarding the completion of CPR/First Aid training.

EX-HS-.P Staff Training (NCP)

Met

Comment

On an annual basis, all supervisory and personnel, shall 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 by the review of records, three (3) of three (3) employees does meet the standard for completing ten (10) clock hours of annual training.

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

Met

Comment

Adequate supervision observed on this date.