

**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:** 5/20/2021**VisitType:** EX-Monitoring**Arrival:** 10:00AM **Departure:** 11:00AM**EX-53201 EXMT-18313 EX-7 - Day camp  
Higher Heights Learning & Tutoring Services**2442 S Stone Mountain Lithonia Rd., St A, Lithonia  
GA 30094 DeKalb County  
(404) 901-1689 khixson1989@gmail.com**Mailing Address****Regional Consultant**

Kenyatta Wade

Phone: (770) 357-1953

Fax: (770) 357-1954

kenyatta.wade@dec.state.ga.us

Joint with: Brianne Walters

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
5/20/2021	EX-Monitoring	Prevention	<b>Prevention Level 1 (P1)</b>	<b>Intermediate Level 1 (I1)</b>	<b>Dismissal (D)</b>
			Technical Assistance	Corrective Action Plan	Dismissal
				Office Conference	Disqualification
			<b>Prevention Level 2 (P2)</b>	<b>Intermediate Level 2 (I2)</b>	
			Citation	Fine (Level 1 or 2)	
			Plan of Improvement		
			<b>Prevention Level 3 (P3)</b>	<b>Intermediate Level 3 (I3)</b>	

**Staff: Child Ratios**

Room Description	Age Groups	Staff Count	Children Count	State Ratio Met	Notes
Open Classroom	, Sixes	1	9	Y	Distance Learning

Group Sizes Met? Y

Total # Non-Care Staff Present: 1

#Staff Count: 1

#Children Count: 9

**Comments:**

Program did not have their local approvals. The visit was conducted virtually.

Corrective Action Plan: No Plan Developed

Please refer the website, <http://www.dec.state.ga.us/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](mailto: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)**

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**Arrival:** 10:00AM **Departure:** 11:00AM

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The following information is associated with a Exemption Monitoring:

**Activities and Equipment**

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

**Comment**

Discussed rotating toys to support the procedures of daily disinfecting.

**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) Not Met**

**Finding**

EX-HS-X(4) requires the program to comply with local, regional, and state health department, fire marshal, fire prevention, and building/zoning guidelines. It was determined based on a review of records that the center did not obtain their local building/zoning approvals .

**POI (Plan of Improvement)**

The Program will obtain their CO and zoning approvals. They currently are on the waiting list to schedule an appointment with the fire marshal.

**Correction Deadline: 6/10/2021**

**Facility**

**EX-HS-L Physical Plant (NCP) Met**

**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

**EX-HS-M Playgrounds (CS) N/A**

**Comment**

No playground provided

**Health and Hygiene**

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

No diapered children are enrolled.

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

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

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

Medication is not dispensed

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**Policies and Procedures**

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**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.

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

There were no incidents or injuries that required reporting.

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**Safety**

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

No field trips are offered

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

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

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**EX-HS-.R Transportation (CS)****Met****Comment**

Program does not provide routine transportation.

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**Sleeping & Resting Equipment**

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

No safe sleep policies are necessary.

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**Staff Records**

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**Records Reviewed: 2****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 08/01/2020

Staff # 2

Met

Date of Hire: 08/01/2020

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

Criminal record checks were observed to be complete.

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

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

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**EX-HS-P Staff Training (NCP)****Met****Comment**

Observed initial orientation for all staff on this date.

<b>Staffing and Supervision</b>
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**EX-HS-O Staff:Child Ratios and Supervision (CS)****Met****Comment**

Discussed maintaining watchful oversight.