



**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.DECAL.GA.GOV

**Date:** 3/1/2017      **VisitType:** Licensing Study      **Arrival:** 2:05 PM      **Departure:** 5:45 PM

**CCLC-38940**

**Sunbrook Academy at Stonebridge**

115 Stonebridge Blvd. Bremen, GA 30110 Haralson County  
 (770) 537-6771 director.stonebridge@Sunbrookacademy.com

**Regional Consultant**

Patty Malone  
 Phone: (912) 544-9991  
 Fax: (912) 544-9975  
 coty.cummings@decal.ga.gov

**Mailing Address**  
 Same

| <b>Compliance Zone Designation</b> |                  |               | <b>Compliance Zone Designation</b> - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|------------------|---------------|--|
| 03/01/2017                         | Licensing Study  | Good Standing |  |
| 07/28/2016                         | Monitoring Visit | Good Standing |  |
| 04/19/2016                         | Monitoring Visit | Good Standing |  |

**Ratios/License Capacity**

| Building  | Room          | Age Group  | Staff | Children | NC/C                            | Max 35 SF. | 35 SF. Comp. | Max 25 SF. | 25 SF. Comp. | Notes                         |
|---|---------------|--|-------|----------|---------------------------------|------------|--------------|------------|--------------|-------------------------------|
| Main  | A - 1R        | Infants and One Year Olds                                    | 1     | 5        | C                               | 13         | C            | NA         | NA           | Floor Play                    |
| Main  | B - 2R        | Two Year Olds  | 2     | 17       | C                               | 19         | C            | NA         | NA           | Diapering, Transitioning, Nap |
| Main  | C - 3R        | One Year Olds  | 2     | 15       | C                               | 15         | C            | NA         | NA           | Circle Time, Snack            |
| Main  | D - 4R        |  | 0     | 0        | C                               | 24         | C            | 33         | C            |                               |
| Main  | E - Mid Back  | Four Year Olds and Five Year Olds and Six Year Olds and Over | 1     | 10       | C                               | 26         | C            | 37         | C            | Free Play                     |
| Main  | F - Mid Front | Six Year Olds and Over                                       | 1     | 9        | C                               | 15         | C            | 21         | C            | Free Play                     |
| Main  | G - 3L        | Three Year Olds and Four Year Olds                           | 2     | 20       | C                               | 20         | C            | 28         | C            | Transitioning, Snack          |
| Main  | H - 2L        | Three Year Olds and Four Year Olds                           | 2     | 17       | C                               | 22         | C            | NA         | NA           | Music, Snack                  |
| Main  | I - 1L        | Infants  | 1     | 4        | C                               | 14         | C            | NA         | NA           | Nap, Floor Play               |
| Total Capacity @35 sq. ft.: 168                                     |               |  |       |          | Total Capacity @25 sq. ft.: 202 |            |              |            |              |                               |
| Total # Children this Date: 97      Total Capacity @35 sq. ft.: 168 |               |  |       |          | Total Capacity @25 sq. ft.: 202 |            |              |            |              |                               |

| Building | Playground   | Playground Occupancy | Playground Compliance |
|----------|--------------|----------------------|-----------------------|
| Main     | Playground A | 10                   | C                     |
| Main     | Playground B | 88                   | C                     |
| Main     | Playground C | 30                   | C                     |
| Main     | Playground D | 155                  | C                     |

## Comments

Plan of Improvement: No Plan Developed

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.



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O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

### Refutation Process:

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.ga.gov](mailto:CCSRefutations@dec.ga.gov).

- 1) Facility name, license 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 rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.ga.gov/ChildCareServices/RefutationInformation.aspx>

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)

Jasmine Trantham, Program Official

Date

Patty Malone, Consultant

Date



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### Findings Report

**Date:** 3/1/2017 **VisitType:** Licensing Study **Arrival:** 2:05 PM **Departure:** 5:45 PM

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The following information is associated with a Licensing Study:

#### Activities and Equipment

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)**

**Met**

**Comment**

The consultant observed that the pool is not in use. The pool is covered and the gates are locked.

#### Children's Records

**591-1-1-.08 Children's Records**

**Met**

**Comment**

Observed-Records Complete/Well Organized

**591-1-1-.23 Parental Authorization**

**Met**

**Comment**

Parent Authorizations Obtained/Completed

#### Facility

**591-1-1-.19 License Capacity(CR)**

**Met**

**Correction Deadline: 7/28/2016**

**Corrected on 3/1/2017**

**.19(1) - This citation was observed to be corrected on this date.**

**591-1-1-.25 Physical Plant - Safe Environment(CR)**

**Met**

**Comment**

Observation-No Hazards Accessible

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|                             |                      |
|-----------------------------|----------------------|
| 591-1-1-.26 Playgrounds(CR) | Technical Assistance |
|-----------------------------|----------------------|

Correction Deadline: 8/7/2016

Corrected on 3/1/2017

.26(6) - This citation was observed to be corrected on this date.

|              |
|--------------|
| Food Service |
|--------------|

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|                                      |     |
|--------------------------------------|-----|
| 591-1-1-.15 Food Service & Nutrition | Met |
|--------------------------------------|-----|

**Comment**

Menu Meets USDA Guidelines

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|                                |     |
|--------------------------------|-----|
| 591-1-1-.18 Kitchen Operations | Met |
|--------------------------------|-----|

**Comment**

Kitchen Appears Clean/Well Organized

|                    |
|--------------------|
| Health and Hygiene |
|--------------------|

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|   |     |
|---|-----|
| 591-1-1-.10 Diapering Areas & Practices(CR) | Met |
|---|-----|

**Comment**

Observed-Proper Diapering

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|                         |     |
|-------------------------|-----|
| 591-1-1-.17 Hygiene(CR) | Met |
|-------------------------|-----|

**Comment**

Observed-Proper Hand Washing Throughout

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|                             |                      |
|-----------------------------|----------------------|
| 591-1-1-.20 Medications(CR) | Technical Assistance |
|-----------------------------|----------------------|

**Technical Assistance**

591-1-1-.20 - The consultant discussed documentation procedures.

|                         |
|-------------------------|
| Policies and Procedures |
|-------------------------|

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|   |     |
|---|-----|
| 591-1-1-.21 Operational Policies & Procedures | Met |
|---|-----|

**Comment**

591-1-1-.21(3) The consultant observed documentation of the required emergency drills.

Correction Deadline: 3/6/2017

|        |
|--------|
| Safety |
|--------|

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|                     |     |
|---------------------|-----|
| 591-1-1-.05 Animals | N/A |
|---------------------|-----|

**Comment**

No Animals Kept

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|                            |     |
|----------------------------|-----|
| 591-1-1-.11 Discipline(CR) | Met |
|----------------------------|-----|

**Comment**

Observed-Positive Learning Environment

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|                             |     |
|-----------------------------|-----|
| 591-1-1-.13 Field Trips(CR) | Met |
|-----------------------------|-----|

**Comment**

Observed-Complete Documentation

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**591-1-1-.36 Transportation(CR)****Technical Assistance****Technical Assistance**

591-1-1-.36 - The consultant discussed the expiration dates on the transportation training.

**Comment**

The consultant observed the transportation logs to be complete.

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**Sleeping & Resting Equipment**

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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Staff stated proper SIDS practices.

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**Staff Records**

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**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

The consultant reviewed 23 staff files. Criminal record checks were observed to be complete on this date.

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**591-1-1-.14 First Aid & CPR****Met****Comment**

The consultant observed that 18 of 23 staff had documentation of current certification in CPR and First Aid.

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**591-1-1-.33 Staff Training****Technical Assistance****Comment**

The consultant observed complete documentation of annual training for 2016.

**Technical Assistance**

591-1-1-.33(2) - The consultant discussed the Health and Safety Orientation requirements.

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**Staffing and Supervision**

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Observed-Appropriate Staff:Child Ratios

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**591-1-1-.32 Supervision(CR)****Met****Comment**

Observed-Direct Supervision/Attentive Staff