



**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:** 9/25/2019    **VisitType:** Licensing Study    **Arrival:** 11:00 AM    **Departure:** 3:00 PM

**CCLC-142**

**The Sunshine House #51**

980 Wiley Bridge Road Woodstock, GA 30188 Cherokee County  
(770) 924-7847 center51@sshouse.com

**Regional Consultant**

Michelle Smith

Phone: (404) 478-8183

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michelle.smith@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

<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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
09/25/2019	Licensing Study	Good Standing	
04/17/2019	Monitoring Visit	Good Standing	
12/05/2018	Licensing Study	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	1L		0	0	C	22	C	31	C	Not In Use
Main	1R	Infants	3	16	C	16	C	NA	NA	Diapering, Lunch, Floor Play
Main	2L	Four Year Olds	1	16	C	20	C	28	C	Lunch
Main	2R	One Year Olds	2	8	C	17	C	NA	NA	Nap
Main	2R Back	Two Year Olds	1	10	C	17	C	NA	NA	Nap
Main	3L	Five Year Olds and Six Year Olds and Over	1	23	C	24	C	34	C	Outside
Main	3R	Three Year Olds and Four Year Olds	2	15	C	22	C	31	C	Nap
Total Capacity @35 sq. ft.: 138						Total Capacity @25 sq. ft.: 174				
Total # Children this Date: 88			Total Capacity @35 sq. ft.: 138			Total Capacity @25 sq. ft.: 174				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	150	C

**Comments**

The purpose of this visit was to conduct was to conduct a Licensing Study as follow up to the visit conducted 4.17.19. Consultant discussed and reviewed report with Center Director on this date.

Plan of Improvement: Developed This Date 09/25/2019

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).



Please refer to 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

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.

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#### 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.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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.state.ga.us/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.

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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)



#### Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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Lanneshia Familuji, Program Official

Date

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Michelle Smith, Consultant

Date



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### Findings Report

**Date:** 9/25/2019    **VisitType:** Licensing Study    **Arrival:** 11:00 AM    **Departure:** 3:00 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

**591-1-1-.12 Equipment & Toys(CR)** **Met**

#### Comment

Equipment and furniture observed to be properly secured, as applicable.

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

#### Comment

Center does not provide swimming activities.

### Facility

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

#### Comment

Licensed capacity observed to be routinely met by center.

**591-1-1-.25 Physical Plant - Safe Environment(CR)** **Not Met**

#### Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that one 27.1 oz bottle of Johnson's moisture wash on a table located in the 3 Left Classroom.

#### POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 9/25/2019**

#### Technical Assistance

591-1-1-.25(8) - Consultant discussed with Center Director to ensure that electrical outlets are covered with caps when not in use in the 3 left Classroom.

**Correction Deadline: 9/25/2019**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that a section of the fence had multiple screws measuring more than two (2) treads on the infant/toddler playground.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will cap or drill down protruding screws on the playground fence. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 10/15/2019****Technical Assistance**

591-1-1-.26(8) - Consultant discussed with Center Director to ensure that mulch and wood chips are distributed beneath the school age swings.

**Correction Deadline: 10/5/2019****Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that the following hazards were present on the playground:

- chipping paint on the badge and yellow large play equipment
- four (4) yellow tricycles were missing caps on handle bars

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 10/15/2019**

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<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Staff state proper knowledge of diapering procedures.

**591-1-1-.17 Hygiene(CR)****Met****Comment**

Staff were observed to remind children to wash hands.

**591-1-1-.20 Medications(CR)****N/A****Comment**

The Provider currently does not dispense/administer medication.

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<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures****Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on review of records that emergency lock down drills were not conducted every six months as required.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years. The Center will use the updated emergency drill log to keep track of required drills.

**Correction Deadline: 9/30/2019**

**Safety**

**591-1-1-.05 Animals** **Met**

**Comment**

Animals maintained clean and appropriately caged.

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

**Comment**

Staff were observed to maintain a positive learning environment on this date.

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

**Comment**

Center does not participate in field trips at this time.

**591-1-1-.36 Transportation(CR)** **Met**

**Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Comment**

Complete documentation of transportation observed.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

**Sleeping & Resting Equipment**

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

**Comment**

Discussed SIDS and infant sleeping position.

**Comment**

Pleasant naptime environment observed.

**Staff Records**

**Records Reviewed: 13**

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

Staff # 1 Met

Date of Hire: 01/24/2019

Staff # 2 Met

Staff # 3 Met

Date of Hire: 08/21/2012

Staff # 4 Met

Date of Hire: 01/08/2002

**Records Reviewed: 13**

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

Staff # 5 Date of Hire: 04/25/2019	Met
Staff # 6 Date of Hire: 07/25/2018	Met
Staff # 7 Date of Hire: 08/04/2008	Met
Staff # 8 Date of Hire: 12/23/2018	Met
Staff # 9 Date of Hire: 01/18/2018	Met
Staff # 10 Date of Hire: 01/26/2011	Met
Staff # 11 Date of Hire: 04/18/2016	Met
Staff # 12	Met
Staff # 13	Met

**Staff Credentials Reviewed: 5**

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met**

**Comment**

Consultant observed 32 of 32 Center Staff to have valid Satisfactory Comprehensive Criminal Records Check Determination letters on file as required.

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

**Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

**591-1-1-.33 Staff Training Met**

**Comment**

Consultant observed evidence of Center Staff completing the required 10 hours of annual training for 2018 on this date.

**591-1-1-.31 Staff(CR) Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Correction Deadline: 4/17/2019**

**Corrected on 9/25/2019**

**.32(7) - Consultant observed staff to be attentive and provide children with adequate supervision as required.**