



**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:** 5/16/2018    **VisitType:** Licensing Study    **Arrival:** 11:45 AM    **Departure:** 4:00 PM

**CCLC-38855**

**Sunrise Kids Learning Center**

1455 Pleasant Hill Road, Suite 601 Lawrenceville, GA 30044 Gwinnett County  
 (770) 476-4263 bikeakanam@gmail.com

**Mailing Address**

589 Madison Park Drive  
 Grayson, GA 30017

**Regional Consultant**

Tamra Thomas

Phone: (770) 405-7962

Fax: (404) 591-6172

tamra.thomas@dec.al.ga.gov

**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.
05/16/2018	Licensing Study	Good Standing	
11/02/2017	Monitoring Visit	Good Standing	
04/20/2017	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	A - Front Lt		0	0	C	27	C	38	C	Nap
Main	B - Mid Left	PreK	1	16	C	19	C	27	C	Nap
Main	C - Back Lt	PreK	1	18	C	22	C	30	C	Nap
Main	D - Back Rt	Infants	1	1	C	11	C	NA	NA	Nap
Main	E - Mid Rt	One Year Olds and Two Year Olds	1	7	C	20	C	NA	NA	Nap
Main	F - Front Rt	Three Year Olds and Four Year Olds	1	20	C	18	NC	26	C	Nap
Total Capacity @35 sq. ft.: 117					Total Capacity @25 sq. ft.: 152					
Total # Children this Date: 62			Total Capacity @35 sq. ft.: 117			Total Capacity @25 sq. ft.: 152				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	24	C
Main	B - School Age	39	C

**Comments**

The provider had a copy of the DECAL July 1, 2017, and the director will review the updated Core Rules Guidance manual.

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.

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

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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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.ga.gov/>  
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.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

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Saymudah Sepha, Program Official

Date

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Tamra Thomas, Consultant

Date



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### Findings Report

**Date:** 5/16/2018 **VisitType:** Licensing Study

**Arrival:** 11:45 AM

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The following information is associated with a Licensing Study:

### Activities and Equipment

#### 591-1-1-.03 Activities

Technical Assistance

#### Technical Assistance

591-1-1-.03(2) - The consultant discussed with the provider to ensure the current week's lesson plan is available for staff in the classrooms by Monday of each week.

**Correction Deadline: 5/16/2018**

#### 591-1-1-.12 Equipment & Toys(CR)

Met

#### Comment

A variety of equipment and toys were observed throughout the center.

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

Met

#### Comment

Center does not provide swimming activities.

### Children's Records

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

Technical Assistance

#### Technical Assistance

The consultant discussed with the provider to ensure the arrival and departure records are monitored to ensure all children present are signed in/out.

**Correction Deadline: 5/16/2018**

### Evening Care

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

The provider stated the staff provides direct supervision during extended hours.

**Correction Deadline: 5/16/2018**

<b>Facility</b>
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**591-1-1-.06 Bathrooms****Met****Comment**

Please monitor bathrooms for necessary supplies.

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

Licensed capacity observed to be routinely met by center.

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**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 class F front Rt had two staff purses sitting on top of the cubby area accessible to the children on this date.

**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: 5/16/2018****Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation the following areas need repair:

class B mid left ceiling tile is buckling, and restroom wall under the toilet holder has peeling paint exposing sheetrock.

class D, E has peeling paint on the walls

class F Front right has peeling blue paint and the restroom toilet is ducked taped.

Corridor hallways leading to class B and C has dirt residue on the walls and peeling paint.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 5/25/2018**

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**591-1-1-.26 Playgrounds(CR)****Not Met****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 the route to the school-age playground has empty drink cans, potato chip bags, sticks and pine cones posing a hazard. Playground A has an drop-off from the parameters of the mulch area that poses a potential tripping hazard.

**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. The consultant discussed with the provider to add a platform or step stool outside of the mulch area to ensure a tripping hazard is not present.

**Food Service****591-1-1-.15 Food Service & Nutrition****Not Met****Finding**

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined based on observation bottles for an infant who arrived at 8:30am was stored in the infant's diaper bag given the provider stated the parent made a request not to store the bottle in the refrigerator. The infant bottles were not labeled with the infants name on this date.

**POI (Plan of Improvement)**

The Center will train Staff to follow the required procedures, ensure that parents are fully informed, and will review and monitor regularly.

Correction Deadline: 5/16/2018

**Health and Hygiene****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)****Met****Comment**

Documentation for medication dispensing observed complete.

**Policies and Procedures****591-1-1-.27 Posted Notices****Technical Assistance****Technical Assistance**

The consultant discussed the required postings with the provider on this date. The provider add the Director names in charge.

Correction Deadline: 5/16/2018

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

Center does not keep animals on premises.

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

Please be mindful of voice tone in redirecting children.

**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)****Not Met****Comment**

Complete documentation of transportation observed.

**Comment**

The consultant discussed with the provider to ensure exposed foam is not present on bus#RAP0435.

**Correction Deadline: 5/17/2018**

**Finding**

591-1-1-.36(4)(c) requires that each vehicle be equipped with a fire extinguisher maintained in working order and kept inaccessible to children. It was determined based on observation all three vehicles fire extinguishers expired March 1, 2018.

**POI (Plan of Improvement)**

The center will ensure that each vehicle has a working fire extinguisher and that the fire extinguisher is kept out of reach of children.

**Correction Deadline: 5/18/2018**

**Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Technical Assistance**

591-1-1-.30(1)(b)1 - The consultant observed four cots in class F front right to be frayed and torn on this date. The provider will utilize the cots that are not frayed and torn during naptime.

**Correction Deadline: 5/16/2018**

**Finding**

591-1-1-.30(1)(b)2 requires that cots and mats are used by the same child daily and marked for individual use. It was determined based on observation in class D back right the infant crib was not labeled with the infants name that is presently being used.

**POI (Plan of Improvement)**

The Center will ensure that cots and mats are used by the same child daily and marked for individual use.

**Correction Deadline: 5/16/2018**

**Staff Records****Records Reviewed: 12****Records with Missing/Incomplete Components: 1**

Staff # 4

Not Met

Date of Hire: 01/24/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing

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

Criminal records checks were observed to be complete.

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**591-1-1-.14 First Aid & CPR****Not Met****Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on review of records a staff hired January 24, 2018 did not have proof of first aid/cpr on this date.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 6/15/2018**

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**591-1-1-.33 Staff Training****Not Met****Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on review of records that one staff member did not complete Health and Safety Training.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 5/31/2018****Recited on 5/16/2018**

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

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

<b>Staffing and Supervision</b>
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**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****Comment**

Adequate supervision observed on this date.