



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: 2/5/2020 **VisitType:** Licensing Study **Arrival:** 9:05 AM **Departure:** 12:05 PM

CCLC-38702

Suwanee Prep Academy

2150 Lawrenceville Suwanee Road Suwanee, GA 30024 Gwinnett County
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Mailing Address
 Same

Regional Consultant

Mandi Sloan

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Quality Rated: ★ ★

Compliance Zone Designation			Compliance Zone Designation - 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. Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules. Support - Program performance is demonstrating a need for improvement in meeting rules. Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.
02/05/2020	Licensing Study	Good Standing	
08/01/2019	Incident Investigation/Monitoring Visit	Good Standing	
08/01/2019	Incident Investigation Closure	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	1	5	C	7	C	NA	NA	Floor Play
Main	B - 2R		0	0	C	13	C	NA	NA	
Main	C - 3R	One Year Olds	2	11	C	19	C	NA	NA	Transitioning, Music
Main	D - Middle	Three Year Olds	2	16	C	25	C	NA	NA	Centers
Main	E - 3L	PreK	1	17	C	25	C	35	C	Transitioning, Centers
Main	F - 2L	Two Year Olds	2	19	C	20	C	28	C	Music, Transitioning
Main	G - 1L		0	0	C	20	C	28	C	
Total Capacity @35 sq. ft.: 105						Total Capacity @25 sq. ft.: 105		Building @35 capacity limited by Health Department Limitations		
Total # Children this Date: 68			Total Capacity @35 sq. ft.: 105			Total Capacity @25 sq. ft.: 105		Building @25 capacity limited by Health Department Limitations		

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - Right	22	C
Main	B - Back	139	C

Comments

The purpose of today's visit was to conduct a Licensing Study and to follow up on citations from the visit conducted on August 1, 2019.

Plan of Improvement: To Be Submitted 02/19/2020

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.al.ga.gov/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.

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.

- 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.

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.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

Irma Williams, Program Official

Date

Mandi Sloan, Consultant

Date



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Findings Report

Date: 2/5/2020 **VisitType:** Licensing Study **Arrival:** 9:05 AM **Departure:** 12:05 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

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.

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) **Technical Assistance**

Technical Assistance

591-1-1-.25(13) - Consultant discussed with provider to ensure that materials which may be hazardous are kept out of the reach of children.

Correction Deadline: 2/5/2020

Technical Assistance

591-1-1-.25(3) - Consultant discussed with provider to ensure the area where the gutters are leaking on the back playground are monitored and repaired as needed. Consultant also discussed with provider the maintenance of the wood trim on the back of the building to ensure it is monitored for rotting and is kept in good repair.

Correction Deadline: 2/5/2020

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

Correction Deadline: 8/1/2019

Corrected on 2/5/2020

.26(4) - The previous citation was corrected on this date as fencing materials were observed to be in good repair. Further, fencing material on the back, right corner of Playground B has been tied to the top pole, no longer containing a large hole.

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 exposed tree roots were present throughout Playground B, causing a potential tripping hazard. Further, "sweet gum balls", other pine cones and sticks were present throughout Playgrounds A and B. Consultant also discussed monitoring Playground A for hazards as a large pine tree is located on the other side of the fence.

Correction Deadline: 2/5/2020

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-.21 Operational Policies & Procedures **Met**

Correction Deadline: 8/6/2019

Corrected on 2/5/2020

.21(3) - The previous citation was corrected on this date as drills for fire, tornado and other emergency situations were observed to be complete.

Safety

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

Comment

Center does not keep animals on premises.

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

Comment

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

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

Correction Deadline: 8/6/2019

Corrected on 2/5/2020

.36(4)(a) - The previous citation was corrected on this date as the annual safety check for the newly purchased vehicle used for routine school transportation (the Ford Van with tag number RUT 0764) had been completed on December 5, 2019.

Sleeping & Resting Equipment

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

Correction Deadline: 8/1/2019

Corrected on 2/5/2020

.30(1)(a)2 - The previous citation was corrected on this date as crib mattresses were observed to be in good repair. Further, eight new mattresses were purchased for the infant cribs in Room A-1R.

Staff Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 2

Staff # 1 Not Met

Date of Hire: 05/30/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 2 Met

Date of Hire: 01/30/2020

Staff # 3 Not Met

Date of Hire: 08/15/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 4 Met

Staff # 5 Met

Date of Hire: 07/01/2015

Staff # 6 Met

Date of Hire: 07/01/2015

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

Met

Comment

Criminal record checks were observed to be complete.

Comment

Director provided eight files for employees hired since last visit.

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 that staff member # 7 with a documented date of hire of May 5, 2019, staff member # 10 with a documented date of hire of November 6, 2019 and staff member #12 with a documented date of hire of August 15, 2017 did not possess evidence of first aid and CPR training.

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Correction Deadline: 3/6/2020

591-1-1-.33 Staff Training

Not Met

Finding

Previously Cited: 591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to 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 based on review of records that staff training for 2018 for each employee was not available for review.

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on review of records that Staff Member # 3 with a documented date of hire May 30, 2016 and Staff Member # 12 with a documented date of hire of August 15, 2017 had not completed the required ten hours of annual training for the year 2019.

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Correction Deadline: 2/5/2020

Recited on 2/5/2020

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.

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

Met

Comment

Adequate supervision observed on this date.