



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: 6/28/2018 **VisitType:** Licensing Study **Arrival:** 8:00 AM **Departure:** 11:45 AM

CCLC-38938

Sunbrook Academy at Mirror Lake

1995 Mirror Lake Blvd. Villa Rica, GA 30180 Douglas County
 (770) 459-0071 director.mirrorlake@bridgelearningcenter.com

Regional Consultant

Maranda Powell

Phone: (770) 357-9953

Fax: (678) 302-2432

laura.davis@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★ ★

Compliance Zone Designation		
06/28/2018	Licensing Study	Good Standing
09/06/2017	Monitoring Visit	Good Standing
04/19/2017	Licensing Study	Good Standing

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.

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	6	C	12	C	NA	NA	Diapering, Free Play	
Main	B-2R	Infants	1	6	C	20	C	NA	NA	Floor Play, Nap	
Main	C-3R	Two Year Olds	2	14	C	16	C	NA	NA	Circle Time	
Main	D-4R	Four Year Olds and Five Year Olds and Six Year Olds and Over	2	16	C	25	C	NA	NA	Snack	
Main	E-2M		0	0	C	26	C	NA	NA		
Main	F-1M	Three Year Olds	1	13	C	15	C	NA	NA	Story	
Main	G-3L	Six Year Olds and Over	1	17	C	21	C	NA	NA	Snack, Free Play	
Main	H-2L	Three Year Olds	2	19	C	22	C	NA	NA	Snack	
Main	I-1L		0	0	C	14	C	NA	NA		
Total Capacity @35 sq. ft.:			167			Total Capacity @25 sq. ft.:		0		Building @35 capacity limited by Fire Marshall Limitations	
Total # Children this Date:			91			Total Capacity @35 sq. ft.:		167		Total Capacity @25 sq. ft.:	0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - Front L	60	C
Main	B - Basketball	25	C
Main	C - Pool	18	C
Main	D - Back	13	C
Main	E - Front R	81	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 . 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.

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@decals.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://decals.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). 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.decals.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@decals.ga.gov	

Amberly Edwards, Program Official

Date

Maranda Powell, Consultant

Date



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

Findings Report

Date: 6/28/2018 **VisitType:** Licensing Study **Arrival:** 8:00 AM **Departure:** 11:45 AM

CCLC-38938

Sunbrook Academy at Mirror Lake

1995 Mirror Lake Blvd. Villa Rica, GA 30180 Douglas County
(770) 459-0071 director.mirrorlake@bridgelearningcenter.com

Mailing Address
Same

Regional Consultant

Maranda Powell
Phone: (770) 357-9953
Fax: (678) 302-2432
laura.davis@decal.ga.gov

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

Pool not in use at this time, gates observed locked.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

Comment

Records were observed to be complete and well organized.

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) **Met**

Correction Deadline: 9/6/2017

Corrected on 6/28/2018

Citation observed corrected

591-1-1-.26 Playgrounds(CR) **Met**

Comment

Playground observed to be clean and in good repair.

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

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR) **Met**

Comment

Documentation for medication dispensing observed 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-.13 Field Trips(CR) **Met**

Comment

Field trip documentation observed to be complete.

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

Correction Deadline: 9/16/2017

Corrected on 6/28/2018

Citation observed corrected

Sleeping & Resting Equipment

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

Comment

Pleasant naptime environment observed.

Records Reviewed: 28**Records with Missing/Incomplete Components: 0**

Staff # 1 Date of Hire: 12/02/2015	Met
Staff # 2 Date of Hire: 12/02/2015	Met
Staff # 3 Date of Hire: 12/02/2015	Met
Staff # 4 Date of Hire: 04/04/2016	Met
Staff # 5 Date of Hire: 12/02/2015	Met
Staff # 6 Date of Hire: 12/02/2015	Met
Staff # 7 Date of Hire: 12/02/2015	Met
Staff # 8 Date of Hire: 11/14/2016	Met
Staff # 9 Date of Hire: 12/02/2015	Met
Staff # 10 Date of Hire: 12/02/2015	Met
Staff # 11 Date of Hire: 12/02/2015	Met
Staff # 12 Date of Hire: 12/02/2015	Met
Staff # 13 Date of Hire: 12/02/2015	Met
Staff # 14 Date of Hire: 10/02/2015	Met
Staff # 15	Met

Records Reviewed: 28

Records with Missing/Incomplete Components: 0

Date of Hire: 12/02/2015

Staff # 16 Met

Date of Hire: 05/14/2018

Staff # 17 Met

Date of Hire: 12/02/2015

Staff # 18 Met

Date of Hire: 12/02/2015

Staff # 19 Met

Date of Hire: 04/27/2018

Staff # 20 Met

Date of Hire: 01/19/2016

Staff # 21 Met

Date of Hire: 12/02/2015

Staff # 22 Met

Date of Hire: 04/17/2017

Staff # 23 Met

Date of Hire: 04/30/2018

Staff # 24 Met

Date of Hire: 08/01/2017

Staff # 25 Met

Date of Hire: 02/12/2018

Staff # 26 Met

Date of Hire: 12/02/2015

Staff # 27 Met

Date of Hire: 12/02/2015

Staff # 28 Met

Date of Hire: 06/06/2018

Staff Credentials Reviewed: 28

591-1-1-.09 Criminal Records Check(CR)

Met

Comment

Criminal records checks were observed to be complete.

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

Center observed to maintain appropriate staff:child ratios.