



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: 9/6/2017 **VisitType:** Monitoring Visit **Arrival:** 9:30 AM **Departure:** 12:00 PM

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

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.
09/06/2017	Monitoring Visit	Good Standing	
04/19/2017	Licensing Study	Good Standing	
09/13/2016	Complaint 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	One Year Olds	2	10	C	12	C	NA	NA	Feeding, Floor Play
Main	B-2R	Two Year Olds	2	11	C	20	C	NA	NA	Free Play
Main	C-3R		0	0	C	16	C	NA	NA	
Main	D-4R	PreK	2	19	C	25	C	NA	NA	Free Play
Main	E-2M	PreK	2	18	C	26	C	NA	NA	Free Play
Main	F-1M	One Year Olds	2	10	C	15	C	NA	NA	Free Play
Main	G-3L	Three Year Olds	1	9	C	21	C	NA	NA	Free Play, Centers
Main	H-2L	Three Year Olds	2	18	C	22	C	NA	NA	Centers, Free Play
Main	I-1L	Infants	2	8	C	14	C	NA	NA	Feeding, Nap
Total Capacity @35 sq. ft.: 167						Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Fire Marshall Limitations		
Total # Children this Date: 103			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: Developed This Date 09/06/2017

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.



Sign up Today!
www.qualityrated.dec.ga.gov
 Any Licensed Program Eligible to Participate
Free Approved Training
Free Technical Assistance
 Eligible for \$1,000 Materials Mini Grant
 1, 2, 3 Star Rated Programs Receive Bonus Packages
 Great Marketing Tool
 Raises the Bar in Child Care
 For More Information:
 Email: QualityRated@dec.ga.gov or Call: 855-800-7747

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.

- 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 1/2 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)

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: 9/6/2017 **VisitType:** Monitoring Visit **Arrival:** 9:30 AM **Departure:** 12:00 PM

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@dec.al.ga.gov

Mailing Address

Same

The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Comment

Observed-Variety Throughout Center

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

Comment

No Swimming Activities Provided

Facility

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

Comment

Licensed Capacity Routinely Met

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 in classroom B there was a plastic bag located in a child's cubicle. It was further determined that the storage door containing cleaning supplies and chemicals was not functioning.

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: 9/6/2017

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

Comment

Discussed-Fluff/Redistribute Surface

Health and Hygiene

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

Staff Stated Proper Knowledge

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

Observed-Staff Remind Children Wash Hand

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

Observed-Complete Documentation

Safety

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

Observed-Positive Learning Environment

591-1-1-.36 Transportation(CR)**Not Met****Finding**

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on a review of records that three employees did not renew their transportation training from 2015 as required.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 9/16/2017**Sleeping & Resting Equipment**

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

Discussed-SIDS/Infant Sleeping Position

Staff Records**Records Reviewed: 29****Records with Missing/Incomplete Components: 3**

Staff # 1

Met

Date of Hire: 12/02/2015

Staff # 2

Met

Date of Hire: 12/02/2015

Staff # 3

Met

Date of Hire: 12/02/2015

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 <u>"Missing/Incomplete Components"</u> .36(3)(a-c)-2 hrs. Transportation Training missing	Not Met
Staff # 12 Date of Hire: 05/09/2016	Met
Staff # 13 Date of Hire: 12/02/2015	Met
Staff # 14 Date of Hire: 12/02/2015	Met
Staff # 15 Date of Hire: 12/02/2015	Met
Staff # 16 Date of Hire: 12/02/2015	Met
Staff # 17 Date of Hire: 12/02/2015	Met
Staff # 18	Met

Records Reviewed: 29**Records with Missing/Incomplete Components: 3**

Date of Hire: 10/02/2015

Staff # 19

Met

Date of Hire: 12/02/2015

Staff # 20

Not Met

Date of Hire: 12/02/2015

"Missing/Incomplete Components"

.36(3)(a-c)-2 hrs. Transportation Training missing

Staff # 21

Met

Date of Hire: 12/02/2015

Staff # 22

Met

Staff # 23

Met

Date of Hire: 01/19/2016

Staff # 24

Met

Date of Hire: 12/02/2015

Staff # 25

Met

Date of Hire: 04/17/2017

Staff # 26

Met

Date of Hire: 08/01/2017

Staff # 27

Met

Date of Hire: 10/21/2016

Staff # 28

Met

Date of Hire: 12/02/2015

Staff # 29

Not Met

Date of Hire: 12/02/2015

"Missing/Incomplete Components"

.36(3)(a-c)-2 hrs. Transportation Training missing

Staff Credentials Reviewed: 29**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Criminal Records Check complete

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

Comment

Lead staff education requirements met.

Staffing and Supervision

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

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Met

Comment

Observed-Direct Supervision/Attentive Staff