



**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: 7/23/2020 **VisitType:** Licensing Study **Arrival:** 3:30 PM **Departure:** 5:30 PM

CCLC-38939

Sunbrook Academy at Stockbridge

5006 Hwy 155 N Stockbridge, GA 30281 Henry County
(678) 284-6001 director.stockbridge@sunbrookacademy.com

Regional Consultant

April Brown

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Mailing Address

Same

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.
07/23/2020	Licensing Study	Good Standing	
11/20/2019	Incident Investigation Closure	Good Standing	
11/20/2019	Incident Investigation & Follow Up	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) 1L - Infant B	Infants	1	3	C	12	C	NA	NA	Floor Play	
Main	(B) 2L - Senior A	Two Year Olds	2	9	C	19	C	NA	NA	Outside	
Main	(C) 3L - Junior B	One Year Olds	1	8	C	19	C	NA	NA	Outside	
Main	(D) 4L middle- PreK 3A	Three Year Olds	1	10	C	15	C	NA	NA	Art,Free Play	
Main	(E) 5L middle - Pre-K 4A		0	0	C	16	C	23	C	Not In Use	
Main	(F) 6L middle - GA Pre-K (b)		0	0	C	23	C	NA	NA	Not In Use	
Main	(G) 5R - GA Pre-K (a)	Six Year Olds and Over	2	6	C	23	C	NA	NA	Free Play	
Main	(H) 4R - PreK 3B	Four Year Olds	1	13	C	21	C	29	C	Outside	
Main	(I) 3R - Junior A		0	0	C	22	C	NA	NA	Not In Use	
Main	(J) 2R - Senior B		0	0	C	14	C	NA	NA	Not In Use	
Main	(K) 1R - Infant A		0	0	C	13	C	NA	NA	Not In Use	
Total Capacity @35 sq. ft.:						197	Total Capacity @25 sq. ft.:				212
Total # Children this Date: 49			Total Capacity @35 sq. ft.:			197	Total Capacity @25 sq. ft.:				212

Building	Playground	Playground Occupancy	Playground Compliance
Main	Plgd-A (Inf.)	31	C
Main	Plgd-B (Preschool)	77	C
Main	Plgd-C (Schoo-age)	264	C
Main	Plgd-D (Preschool)	95	C

Comments

An Administrative Review was conducted on July 23, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on July 24, 2020 with the Director, Brittany Cook. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on June 16, 2020 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 07/23/2020

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

Brittany Cook, Program Official

Date

April Brown, Consultant

Date



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Findings Report

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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. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date.

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

N/A

Comment

Center does not provide swimming activities at this time. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Parent agreements observed obtained and completed.

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 met by the center. A Virtual Visit was conducted due to the COVID-19 pandemic.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Met****Comment**

No hazards observed accessible to children on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Playground observed to be clean and in good repair. A Virtual Visit was conducted due to the COVID-19 pandemic.

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen appears clean and well organized. A Virtual Visit was conducted due to the COVID-19 pandemic.

Health and Hygiene

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

Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

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

Hand washing and sanitizing requirements were discussed with the Director on this date.

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

The center currently does not dispense or administer medication at this time.

Safety

591-1-1-.05 Animals**N/A****Comment**

Center does not keep animals on premises.

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

Age-appropriate discussion and redirection observed. A Virtual Visit was conducted due to the COVID-19 pandemic.

591-1-1-.13 Field Trips(CR)**N/A****Comment**

Center does not participate in field trips at this time due to the executive order guidelines.

591-1-1-.36 Transportation(CR)**Not Evaluated****Comment**

Center does not provide routine transportation at this time. A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position. A Virtual Visit was conducted due to the COVID-19 pandemic.

Staff Records

Records Reviewed: 23**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 09/05/2017	
Staff # 2	Met
Date of Hire: 10/28/2019	
Staff # 3	Met
Date of Hire: 08/19/2019	
Staff # 4	Met
Date of Hire: 02/20/2020	
Staff # 5	Met
Date of Hire: 04/17/2017	
Staff # 6	Met
Date of Hire: 12/16/2019	
Staff # 7	Met
Date of Hire: 04/26/2018	
Staff # 8	Met
Staff # 9	Met
Date of Hire: 09/30/2019	

Records Reviewed: 23

Records with Missing/Incomplete Components: 0

Staff # 10	Met
Staff # 11	Met
Staff # 12	Met
Staff # 13	Met
Date of Hire: 07/27/2018	
Staff # 14	Met
Date of Hire: 06/11/2019	
Staff # 15	Met
Date of Hire: 08/19/2019	
Staff # 16	Met
Date of Hire: 07/24/2020	
Staff # 17	Met
Date of Hire: 11/19/2019	
Staff # 18	Met
Date of Hire: 11/26/2018	
Staff # 19	Met
Date of Hire: 09/09/2019	
Staff # 20	Met
Date of Hire: 10/07/2019	
Staff # 21	Met
Date of Hire: 02/10/2020	
Staff # 22	Met
Date of Hire: 11/25/2019	
Staff # 23	Met
Date of Hire: 12/04/2019	

Staff Credentials Reviewed: 7

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

Met

Comment

Criminal record checks were observed to be complete.

Comment

Director provided five files for employees hired since last visit which was completed on November 20, 2019.

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

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on June 16, 2020.

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Adequate supervision observed on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.