



**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:** 2/3/2020    **VisitType:** Licensing Study    **Arrival:** 9:15 AM    **Departure:** 3:50 PM

**CCLC-38946**

**Sunbrook Academy at The Bridge**

259 Tom Reeve Drive Carrollton, GA 30117 Carroll County  
 (770) 832-1930 blcinfo@bridgelearningcenter.com

**Regional Consultant**

Tomekia Hudson

Phone: (770) 544-5978

Fax: (770) 544-5980

tomekia.hudson@decal.ga.gov

**Mailing Address**

Same

**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.
02/03/2020	Licensing Study	Good Standing	
09/25/2019	Monitoring Visit	Good Standing	
05/08/2019	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/1L	Infants	2	7	C	13	C	NA	NA	Diapering, Floor Play
Main	B/2L	Three Year Olds	1	9	C	20	C	NA	NA	Centers
Main	C/3L	Two Year Olds and Three Year Olds	1	10	C	18	C	NA	NA	Snack
Main	D/4L	One Year Olds	1	6	C	15	C	NA	NA	Free Play
Main	E/5L	Two Year Olds	2	12	C	18	C	NA	NA	Story
Main	F/6L	Four Year Olds and Five Year Olds	2	5	C	25	C	NA	NA	Music
Main	G/1R	Infants and One Year Olds	2	10	C	13	C	NA	NA	Floor Play, Music
Main	H/2R	Two Year Olds	2	9	C	20	C	NA	NA	Snack
Main	I/3R	One Year Olds	2	11	C	15	C	NA	NA	Free Play
Main	J/4R	Two Year Olds and Three Year Olds	2	11	C	20	C	NA	NA	Snack
Main	K/5R	Three Year Olds and Four Year Olds	2	18	C	25	C	NA	NA	Snack
Main	L/Back/1L	Three Year Olds	1	13	C	21	C	NA	NA	Outside
Main	M/Back/2L	PreK	2	17	C	19	C	NA	NA	Centers
Main	N/Back/1R	PreK	2	16	C	20	C	NA	NA	Centers
Main	O/Back/2R	PreK	2	20	C	19	NC	NA	NA	Centers
<b>Total Capacity @35 sq. ft.: 281</b>						<b>Total Capacity @25 sq. ft.: 0</b>				

Total # Children this Date: 174

Total Capacity @35 sq. ft.: 281

Total Capacity @25 sq. ft.: 0


Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A/L Front	24	C
Main	PG B/L Back	131	C
Main	PG C/L Middle	212	C
Main	PG D/Court	27	C
Main	PG E/R Front	15	C
Main	PG F/R Back Concrete	19	C
Main	PG G/R Middle	56	C

**Comments**

Director provided five files for employees hired since last visit.

Plan of Improvement: Developed This Date 02/03/2020

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.decal.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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Misty Reynolds, Program Official

Date

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Tomekia Hudson, Consultant

Date



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### Findings Report

**Date:** 2/3/2020    **VisitType:** Licensing Study    **Arrival:** 9:15 AM    **Departure:** 3:50 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**

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

### Children's Records

**Records Reviewed: 14**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met
Child # 7	Met
Child # 8	Met
Child # 9	Met

**Records Reviewed: 14**

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

Child # 10	Met
Child # 11	Met
Child # 12	Met
Child # 13	Met
Child # 14	Met

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

**Met**

**Comment**

Records were observed to be complete and well organized.

**Facility**

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**591-1-1-.06 Bathrooms**

**Met**

**Comment**

Bathrooms observed to be clean and well maintained.

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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)**

**Met**

**Comment**

Center appears clean and well maintained.

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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 following hazards were accessible to children on the playground.

Playground B – a wire cord was observed hanging from a pole that secures the tarp on the playground equipment.  
Playground G- chipped paint was observed on climbing equipment and the megaphones.

**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.

**Correction Deadline: 2/13/2020**

**Food Service**

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

**Met**

**Comment**

Kitchen appears clean and well organized.

**Health and Hygiene**

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

**Comment**

Proper diapering procedures observed.

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

**Comment**

Proper hand washing observed throughout the center.

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

**Comment**

Documentation for medication dispensing observed complete.

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**Policies and Procedures**

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**591-1-1-.27 Posted Notices** **Met**

**Comment**

Observed all required posted notices.

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**Safety**

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

**Comment**

Animals maintained clean and appropriately caged.

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

**Comment**

Age-appropriate discussion and/or redirection observed.

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**591-1-1-.13 Field Trips(CR)** **Met**

**Comment**

Field trip documentation observed to be complete.

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

**Comment**

Complete documentation of transportation observed.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

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**Sleeping & Resting Equipment**

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

**Comment**

Discussed SIDS and infant sleeping position.

**Technical Assistance**

591-1-1-.30(1)(b)1 - Please continue to monitor cots and mats for rips and tears.

**Correction Deadline: 2/3/2020**

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**Staff Records**

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Staff # 1 Date of Hire: 11/12/2018	Met
Staff # 2 Date of Hire: 10/10/2018	Met
Staff # 3 Date of Hire: 02/19/2018	Met
Staff # 4	Met
Staff # 5 Date of Hire: 03/08/2018	Met
Staff # 6 Date of Hire: 08/16/2010	Met
Staff # 7 Date of Hire: 07/31/2019	Met
Staff # 8 Date of Hire: 10/30/2017	Met
Staff # 9 Date of Hire: 08/01/2019	Met
Staff # 10 Date of Hire: 08/10/1998	Met
Staff # 11 Date of Hire: 01/15/2015	Met
Staff # 12	Met
Staff # 13	Met
Staff # 14 Date of Hire: 12/10/2018	Met
Staff # 15 Date of Hire: 02/12/2018	Met
Staff # 16 Date of Hire: 05/31/2019	Met
Staff # 17	Met

**Records Reviewed: 29**

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

Date of Hire: 08/25/2014

Staff # 18 Met

Date of Hire: 12/15/2014

Staff # 19 Met

Date of Hire: 09/09/2019

Staff # 20 Met

Date of Hire: 09/28/2015

Staff # 21 Met

Date of Hire: 05/01/2019

Staff # 22 Met

Date of Hire: 08/04/2014

Staff # 23 Met

Date of Hire: 04/24/2017

Staff # 24 Met

Date of Hire: 07/30/2012

Staff # 25 Met

Date of Hire: 07/25/2015

Staff # 26 Met

Date of Hire: 05/16/2017

Staff # 27 Met

Date of Hire: 01/20/2020

Staff # 28 Met

Date of Hire: 12/03/2018

Staff # 29 Met

Date of Hire: 01/11/2019

**Staff Credentials Reviewed: 17**

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

**Comment**

Director provided five files for employees hired since last visit.

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**591-1-1-.14 First Aid & CPR Met**

**Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.



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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.

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<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.