



**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

**Cover Sheet**

**Date:** 6/22/2022    **VisitType:** Complaint Investigation Follow Up    **Arrival:** 10:00 AM    **Departure:** 12:00 PM

**CCLC-38939**

**Sunbrook Academy at Stockbridge**

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

**Mailing Address**  
 Same

**Regional Consultant**

April Brown  
 Phone: (770) 357-5101  
 Fax: (770) 357-5102  
 april.brown@decal.ga.gov  
 Joint with: Brandi Mangino

**Quality Rated:** ★

<b>Compliance Zone Designation</b>		
06/22/2022	Complaint Investigation Follow Up	Good Standing
06/22/2022	Complaint Closure	Good Standing
02/22/2022	Monitoring Visit	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) 1L - Infant B	Infants and One Year Olds	2	6	C	12	C	NA	NA	Nap, Floor Play
Main	(B) 2L - Senior A	Two Year Olds	3	14	C	19	C	NA	NA	Diapering, Circle Time
Main	(C) 3L - Junior B	One Year Olds	2	11	C	19	C	NA	NA	Transitioning
Main	(D) 4L middle - PreK 3A	Three Year Olds	2	16	C	15	NC	NA	NA	Outside
Main	(E) 5L middle - Pre-K 4A	Four Year Olds	2	13	C	16	C	23	C	Circle Time
Main	(F) 6L middle - GA Pre-K (b)	Five Year Olds and Six Year Olds and Over	2	10	C	23	C	NA	NA	Circle Time
Main	(G) 5R - GA Pre-K (a)		0	0	C	23	C	NA	NA	
Main	(H) 4R - PreK 3B	Three Year Olds and Four Year Olds	1	10	C	21	C	29	C	Circle Time
Main	(I) 3R - Junior A		0	0	C	22	C	NA	NA	
Main	(J) 2R - Senior B		0	0	C	14	C	NA	NA	
Main	(K) 1R - Infant A	Infants	2	6	C	13	C	NA	NA	Floor Play, Nap
					Total Capacity @35 sq. ft.: 197		Total Capacity @25 sq. ft.: 212			
Total # Children this Date: 86			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 (School-age)	264	C
Main	Plgd-D (Preschool)	95	C

**Comments**



Plan of Improvement: Developed This Date 06/22/2022

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.state.ga.us/CCS/Regulations.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

**Important Quality Rated/CAPS Update:**

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

---

Jessica Ham, Program Official

Date

---

April Brown, Consultant

Date

---

Brandi Mangino, 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:** 6/22/2022 **VisitType:** Complaint Investigation Follow Up **Arrival:** 10:00 AM **Departure:** 12:00 PM

**CCLC-38939**

**Sunbrook Academy at Stockbridge**

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

**Mailing Address**  
Same

**Regional Consultant**

April Brown

Phone: (770) 357-5101

Fax: (770) 357-5102

april.brown@decal.ga.gov

Joint with: Brandi Mangino

The following information is associated with a Complaint Investigation Follow Up:

**Facility**

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

**Not Met**

**Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined that there were 16 children present in the forth left three-year-old classroom which had a licensed capacity of 15 children.

**POI (Plan of Improvement)**

The Center will limit the number of children in this space to the licensed capacity.

**Correction Deadline: 6/22/2022**

**Food Service**

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

**Technical Assistance**

**Technical Assistance**

Please ensure a feeding chair or similar equipment designed for feeding children shall be provided for the use of each child being fed who is capable of sitting up but who is unable to sit unassisted at a table and must be cleaned with a disinfectant after each use. Such chair or similar equipment shall have a broad base to prevent tipping, a surface that the child cannot raise, a strap or other device which prevents the child from sliding out of the chair, and a feeding surface free of cracks.

**Correction Deadline: 6/22/2022**

**Sleeping & Resting Equipment**

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

**Met**

**Correction Deadline: 2/22/2022**

Corrected on 6/22/2022

.30(1)(a)3 - Citation observed to be corrected. All infant sheets were observed to be tight-fitting at the time of the visit.

<b>Staff Records</b>
----------------------

**Records Reviewed: 19**

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

Staff # 1	Met
Date of Hire: 05/03/2021	
Staff # 2	Met
Staff # 3	Met
Date of Hire: 05/24/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 4	Met
Date of Hire: 02/07/2022	
Staff # 5	Met
Date of Hire: 06/13/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 6	Met
Date of Hire: 11/09/2021	
Staff # 7	Met
Date of Hire: 11/01/2021	
Staff # 8	Met
Date of Hire: 11/01/2021	
Staff # 9	Met
Date of Hire: 07/27/2018	
Staff # 10	Met
Date of Hire: 01/04/2021	
Staff # 11	Met
Date of Hire: 04/27/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 12	Met
Date of Hire: 03/22/2021	
Staff # 13	Met
Date of Hire: 07/12/2021	
Staff # 14	Met

**Records Reviewed: 19****Records with Missing/Incomplete Components: 0**

Date of Hire: 05/10/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 15

Met

Date of Hire: 06/06/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 16

Met

Date of Hire: 06/13/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 17

Met

Date of Hire: 04/18/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 18

Met

Date of Hire: 11/01/2021

Staff # 19

Met

Date of Hire: 04/18/2022

Reminder - Health & Safety training is required within 90 calendar days of hired**Staff Credentials Reviewed: 1****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined that the center did not ensure that a staff member hired on June 6, 2022 submit both a records check application to the Department and Fingerprints to an authorized fingerprinting site prior to employment as required.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure the CRC rules are maintained.

**Correction Deadline: 6/22/2022****Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined that one staff member who transferred from another day care center, was present with a satisfactory criminal records check determination older than the preceding twelve months from transfer date of June 6, 2022 and had not submitted a new finger print and records check application for a new Criminal Background Check as required.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will ensure the CRC rules are maintained.

**Correction Deadline: 6/22/2022**