



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: 4/15/2025 **VisitType:** Licensing Study

Arrival: 8:45 AM **Departure:** 3:15 PM

CCLC-38945

Sunbrook Academy at Bay Springs Academy

501 Bay View Drive Villa Rica, GA 30180 Carroll County
(770) 459-3819 director.baysprings@sunbrookacademy.com

Regional Consultant

Kaiyah Werts

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kaiyah.werts@decal.ga.gov

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.
04/15/2025	Licensing Study	Good Standing	
02/14/2025	Incident Investigation Closure	Good Standing	
02/07/2025	Incident Investigation 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/1L	Infants	2	6	C	14	C	NA	NA	Free Play, Diapering
Main	B/2L	Four Year Olds	1	17	C	19	C	NA	NA	Centers
Main	C/3L	One Year Olds	1	8	C	16	C	NA	NA	Circle Time
Main	D/4L	One Year Olds and Two Year Olds	2	13	C	16	C	NA	NA	Outside
Main	E/5L	Three Year Olds	2	16	C	20	C	NA	NA	Outside
Main	F/6L	GA PreK	2	14	C	20	C	NA	NA	Circle Time
Main	G/1R	Infants	2	6	C	13	C	NA	NA	Feeding
Main	H/2R	Two Year Olds and Three Year Olds	2	19	C	20	C	NA	NA	Circle Time
Main	I/3R	Two Year Olds	2	14	C	20	C	NA	NA	Circle Time
Main	J/4R	GA PreK	2	17	C	25	C	NA	NA	Centers
Main	K/5R	GA PreK	2	19	C	25	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 200			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Building Department				
Total # Children this Date: 149			Total Capacity @35 sq. ft.: 200			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A/L Front	17	C
Main	PG B/R Middle	219	C
Main	PG C/R Mid/Feld	32	C

Main	PG D/R	252	C
Main	PG E/R Front	13	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
16	20	29	37	45	33	34

Comments

The purpose of this visit is to conduct a licensing study and a follow up to the previous visit.

Plan of Improvement: Developed This Date

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.decga.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), do the following:

- 1) Log into DECAL KOALA 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)

Important Quality Rated/CAPS Update:

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 CAPS/ QR Provisional Status, allowing for scholarships while working toward an initial star rating. Provisional Status eligibility will be determined at the time of CAPS enrollment as part of the CAPS application process.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@dec.al.ga.gov for more information. Free technical assistance is available!



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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-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(2) - Please ensure lesson plans are updated and available.

Correction Deadline: 4/15/2025

Correction Deadline: 2/28/2025

Corrected on 4/15/2025

.03(8) - Previous citation corrected in that consultant observed adequate attention for each child at the time of the visit.

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

Met

Comment

A variety of equipment and toys were observed throughout the center.

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Not Evaluated

Comment

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

Children's Records

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

Met

Comment

Parent agreements observed obtained/completed.

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms**Technical Assistance****Comment**

Bathrooms observed to be clean and well maintained.

Technical Assistance

591-1-1-.06(4) - Please ensure exhaust vents in the bathrooms are free of dust.

Correction Deadline: 5/15/2025

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)**Technical Assistance****Comment**

Center appeared clean and well maintained.

Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children. Be sure to have the bristles of the brooms inaccessible to be children.

Technical Assistance

591-1-1-.25(3) - Please ensure repairs are made in the classrooms which include small holes, chipped paint and broken drawers.

Correction Deadline: 4/15/2025

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

Playground observed to be clean on this date.

Correction Deadline: 2/7/2025

Corrected on 4/15/2025

.26(6) - Previous citation corrected in that consultant observed all bolts, on the play vehicles located on the playground, were covered with plastic bolt covers.

Comment

591-1-1-.26(6) - Preschool playground was not in use at the time of the visit due to repairs scheduled for the play structure.

Correction Deadline: 4/25/2025

Food Service

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

Center menu met USDA guidelines.

Comment

Please ensure that infant feeding forms are updated regularly and all questions are answered.

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

Kitchen appeared clean and well organized.

Health and Hygiene

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

Proper diapering procedures observed.

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

Proper hand washing observed throughout the center.

Correction Deadline: 2/28/2025

Corrected on 4/15/2025

.17(2) - Previous citation corrected in that the consultant observed children to be clean, dry and comfortable on this date. Staff implemented small timers for each child in the infant classrooms to be checked every hour.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

Program observed complete emergency drills

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/or redirection observed.

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

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**Technical Assistance****Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

Complete documentation of transportation observed.

Comment

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

Technical Assistance

591-1-1-.36(4)(b) - Please ensure the vehicles used for transporting children is kept tidy.

Correction Deadline: 4/16/2025

Technical Assistance

591-1-1-.36(4)(c) - Please monitor the fire extinguisher for refills.

Correction Deadline: 4/15/2025

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

Discussed SIDS and infant sleeping position.

Comment

The correct number of mats, cots, sheets and blankets were observed on this date. Cleaning and disinfecting of mats and cots were discussed with the staff on this date.

Correction Deadline: 2/28/2025

Corrected on 4/15/2025

.30(2)(c) - Previous citation corrected in that the consultant observed sleeping infants to be placed in cribs. Staff in the infant classroom received additional training on sleep safe requirements. The center removed multiple bouncers and swing to ensure staff was not overly using the equipment.

Technical Assistance

591-1-1-.30(4) - Please ensure mats are not stacked with sheets attached, sheets should be stored individually.

Correction Deadline: 4/15/2025

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

Criminal record checks were observed to be complete.

Comment

Director provided four files for employees hired since last visit.

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

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training**Not Met****Finding**

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on review of records four out of 31 staff members had an incomplete Health and Safety Orientation.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 4/18/2025

Finding

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on review of records two out of 31 staff members were missing their ongoing 10 hour annual training.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 5/15/2025

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.

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**

Correction Deadline: 2/7/2025

Corrected on 4/15/2025

.32(7) - Previous citation corrected in that the consultant observed adequate supervision on this date. The consultant observed staff walking the playground during outside time at the time of the visit.