



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: 10/11/2023 **VisitType:** Complaint Investigation Follow Up **Arrival:** 10:50 AM **Departure:** 2:30 PM

CCLC-38943

Sunbrook Academy at Luella Academy

235 Walker Drive McDonough, GA 30253 Henry County
 (770) 914-1933 director.luella@sunbrookacademy.com

Regional Consultant

Angela Williams-Jackson

Phone: ()

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angela.williams-jackson@dec.al.ga.gov

Joint with: Sondra Paster

Mailing Address
 Same

Quality Rated: No

<u>Compliance Zone Designation</u>			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.
10/11/2023	Complaint Investigation Follow Up	Good Standing	
10/11/2023	Complaint Closure	Good Standing	
08/23/2023	TA Follow Up	N/A	

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Building 2	1L Pre-K	GA PreK	2	14	C	22	C	NA	NA	Outside
Building 2	1R Pre-K	GA PreK	3	18	C	23	C	NA	NA	Centers
Building 2	2L Pre-K	GA PreK	3	19	C	22	C	NA	NA	Circle Time
Building 2	2R School Age		0	0	C	18	C	NA	NA	Not In Use
Building 2	3L School Age		0	0	C	18	C	NA	NA	
Total Capacity @35 sq. ft.: 94			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Fire Marshall Limitations				
Main	A /1L	Infants	3	8	C	15	C	NA	NA	Floor Play
Main	B/2L	One Year Olds and Two Year Olds	3	15	C	21	C	NA	NA	Lunch
Main	C/3L	Two Year Olds	2	9	C	21	C	NA	NA	Lunch
Main	D/4L		0	0	C	16	C	NA	NA	
Main	E/5L	Two Year Olds and Three Year Olds	3	14	C	23	C	NA	NA	Transitioning
Main	F/6L		0	0	C	23	C	NA	NA	
Main	G/1R	Infants and One Year Olds	3	10	C	13	C	NA	NA	Lunch
Main	H/2R		0	0	C	21	C	NA	NA	
Main	I/3R	One Year Olds	2	8	C	12	C	NA	NA	Nap

Main	J/4R	One Year Olds	3	13	C	16	C	NA	NA	Nap
Main	K/5R	Three Year Olds and Four Year Olds	3	20	C	25	C	NA	NA	Lunch
Main	L/6R	Three Year Olds	3	17	C	25	C	NA	NA	Lunch
Total Capacity @35 sq. ft.: 231					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 165					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Building 2	Building 2	421	C
Main	PG A/Right	158	C
Main	PG B/Left	162	C

Comments

The purpose of the visit was to conduct a complaint investigation / follow-up visit.

Plan of Improvement: Developed This Date 10/11/2023

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.decgal.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), 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:

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.al.ga.gov for more information. Free technical assistance is available!

Bernice Williams, Program Official

Date

Angela Williams-Jackson, Regional Consultant

Date

Sondra Paster, CCS Coordinator

Date



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(Findings Report)

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

Facility

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 the following hazards were accessible to children in care

Building 2:

2L Classroom- Had an unlocked cabinet with disinfectant cleaner accessible to children.

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: 10/11/2023

Recited on 10/11/2023

591-1-1.26 Playgrounds(CR)

Met

Correction Deadline: 8/9/2023

Corrected on 10/11/2023

The citation was observed to be corrected on this date.

Food Service

Finding

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on a review of records that two out of 18 infant feeding plans were missing information. On the first infant feeding plan for child number one, the following information required was incomplete:

- Child's date of birth.
- Allergies.
- If the child takes a pacifier.

Additionally, on the second infant feeding plan for child number two, the following information required was incomplete:

- Feeding instructions.
- Child's date of birth.

POI (Plan of Improvement)

The Center Director will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

Correction Deadline: 10/11/2023

Recited on 10/11/2023

Health and Hygiene**591-1-1-.10 Diapering Areas & Practices(CR)****Not Met****Finding**

591-1-1-.10(9) requires Center Staff to not use the area used for diapering for food preparation and to keep the diapering area clear of formulas, food, food utensils and food preparation items. It was determined based on observation that in Building 1: 3R staff were preparing food on top of the diaper changing table. Additionally, sitting on top of the diaper changing table were a ziplock bag with pineapples, a bowl of green beans, a bowl of rice, and a sippy cup filled with milk.

POI (Plan of Improvement)

Center staff will be trained, specified areas will be available for food preparation and placement of food-related items, and the director will monitor.

Correction Deadline: 10/11/2023

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

Correction Deadline: 8/9/2023

Corrected on 10/11/2023

The citation was observed to be corrected on this date.

Organization**591-1-1-.16 Governing Body & License****Technical Assistance****Technical Assistance**

The consultant discussed with the director to ensure that an amendment is submitted for Building 1: 4R to be changed from a non- diaper to diaper room.

Correction Deadline: 10/11/2023

Safety

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

Met

Correction Deadline: 8/10/2023

Corrected on 10/11/2023

The citation was observed to be corrected on this date.

Correction Deadline: 8/10/2023

Corrected on 10/11/2023

The citation was observed to be corrected on this date.

Sleeping & Resting Equipment

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

Met

Correction Deadline: 10/11/2023

Corrected on 10/11/2023

The citation was observed to be corrected on this date.

Correction Deadline: 8/9/2023

Corrected on 10/11/2023

The citation was observed to be corrected on this date.

Staff Records

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

Not Met

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 based on a review of records that Staff # 52 was present on site without having submitted both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site.

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: 10/11/2023

Finding

591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined based on a review of records that Staff # 52 was present on site without having submitted a Comprehensive Records Check Application to the Department.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. 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 CRC rules are maintained.

Correction Deadline: 10/11/2023

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

Correction Deadline: 9/8/2023

Corrected on 10/11/2023

The citation was observed to be corrected on this date.

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 a review of records staff member # 7 did not complete the 10 hour health and safety training within the first 90 days of employment as required.

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: 10/18/2023

Recited on 10/11/2023

Staffing and Supervision

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

Correction Deadline: 8/9/2023

Corrected on 10/11/2023

The citation was observed to be corrected on this date.