



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: 10/8/2021 **VisitType:** Monitoring Visit

Arrival: 1:30 PM

Departure: 2:30 PM

CCLC-38941

Sunbrook Academy at Legacy Park

3871 Jiles Road Kennesaw, GA 30144 Cobb County
 (770) 428-1144 legacypark@sunbrookacademy.com

Regional Consultant

Octavia Humphrey

Phone: (770) 357-3234

Fax: (770) 357-3278

octavia.humphrey@dec.al.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.
10/08/2021	Monitoring Visit	Good Standing	
05/12/2021	Licensing Study	Good Standing	
10/09/2020	Monitoring Visit	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- Right Fron	Infants	3	15	C	21	C	NA	NA	Nap,Feeding,Flo or Play
Main	B- Right Rear	One Year Olds	1	8	C	17	C	NA	NA	Transitioning,Lun ch
Main	C- Center	Two Year Olds	1	10	C	19	C	NA	NA	Story
Main	D1- Left Front	Three Year Olds	2	12	C	14	C	NA	NA	Centers
Main	D2- Left Front		0	0	C	14	C	NA	NA	
Main	E1- Mid Left		0	0	C	18	C	NA	NA	
Main	E2- Mid Left	Four Year Olds	1	16	C	18	C	NA	NA	Nap
Main	F- Back Left		0	0	C	22	C	NA	NA	
Total Capacity @35 sq. ft.: 143			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 61			Total Capacity @35 sq. ft.: 143			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A- Right	17	C
Main	B- Right Rear	27	C
Main	C- Middle	63	C
Main	D- Left	121	C

Comments

The purpose of today's visit was to conduct a monitoring visit and to follow up from the previous visit. A virtual inspection (Monitoring visit) was conducted on (October 8th, 2021) with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: No Plan Developed

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 New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>
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.state.ga.us

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.state.ga.us.

- 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.state.ga.us/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)

Tambra Turner, Program Official

Date

Octavia Humphrey, 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: 10/8/2021 **VisitType:** Monitoring Visit

Arrival: 1:30 PM

Departure: 2:30 PM

CCLC-38941

Sunbrook Academy at Legacy Park

3871 Jiles Road Kennesaw, GA 30144 Cobb County
(770) 428-1144 legacypark@sunbrookacademy.com

Mailing Address
Same

Regional Consultant

Octavia Humphrey

Phone: (770) 357-3234

Fax: (770) 357-3278

octavia.humphrey@dec.al.ga.gov

The following information is associated with a Monitoring Visit:

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

Center does not provide swimming activities.

Facility

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)

Met

Comment

Center appears clean and well maintained.

591-1-1-.26 Playgrounds(CR)

Met

Comment

Playground observed to be clean and in good repair.

Food Service

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

Technical Assistance

Technical Assistance

591-1-1-.15(3) - Consultant discussed with Director to ensure infant formula is refrigerated at a temperature of forty (40) degrees Fahrenheit or less.

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

Safety

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

Staff were observed to maintain a positive learning environment on this date.

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Comment

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

Staff Records

Records Reviewed: 41**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 10/08/2019

Staff # 2

Met

Staff # 3

Met

Staff # 4

Met

Staff # 5

Met

Date of Hire: 05/13/2019

Staff # 6

Met

Staff # 7	Met
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met
Date of Hire: 05/10/2021	
Staff # 11	Met
Date of Hire: 06/24/2019	
Staff # 12	Met
Date of Hire: 08/30/2019	
Staff # 13	Met
Staff # 14	Met
Staff # 15	Met
Date of Hire: 09/25/2019	
Staff # 16	Met
Date of Hire: 06/02/2016	
Staff # 17	Met
Staff # 18	Met
Date of Hire: 10/07/2019	
Staff # 19	Met
Date of Hire: 09/09/2019	
Staff # 20	Met
Staff # 21	Met
Staff # 22	Met
Date of Hire: 08/13/2019	
Staff # 23	Met
Date of Hire: 08/22/2019	
Staff # 24	Met
Staff # 25	Met

Records Reviewed: 41**Records with Missing/Incomplete Components: 0**

Staff # 26	Met
Staff # 27	Met
Date of Hire: 05/06/2019	
Staff # 28	Met
Date of Hire: 11/18/2019	
Staff # 29	Met
Staff # 30	Met
Staff # 31	Met
Staff # 32	Met
Staff # 33	Met
Staff # 34	Met
Date of Hire: 11/13/2019	
Staff # 35	Met
Staff # 36	Met
Staff # 37	Met
Staff # 38	Met
Staff # 39	Met
Date of Hire: 09/11/2018	
Staff # 40	Met
Staff # 41	Met

Staff Credentials Reviewed: 6**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)** **Met****Comment**

Criminal record checks were observed to be complete.

591-1-1-.31 Staff(CR) **Met****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****Comment**

Adequate supervision observed on this date.