



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: 12/29/2022 **VisitType:** Complaint Investigation & Licensing Study POI Follow Up **Arrival:** 9:45 AM **Departure:** 2:00 PM

CCLC-46499

Sunbrook Academy at Woodstock

9626 Hickory Flat Highway Woodstock, GA 30188 Cherokee County
 (470) 317-7661 director.woodstock@sunbrookacademy.com

Regional Consultant

Sharnette Glenn

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 Fax: 404-334-4612
 sharnette.glenn@decal.ga.gov

Joint with: Jessica Grant

Mailing Address
 Same

Quality Rated: ★ ★

Compliance Zone Designation		
12/29/2022	Complaint Investigation & Licensing Study POI Follow Up	Good Standing
10/24/2022	Complaint Closure	Good Standing
09/12/2022	Complaint Investigation Follow Up	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	1L - Room B - Infant	Infants	1	6	C	11	C	NA	NA	Floor Play
Main	1R - Room A - Infants	Infants	2	7	C	11	C	NA	NA	Nap, Floor Play
Main	2L - Room D - Junior Toddler	Infants and One Year Olds	2	5	C	19	C	NA	NA	Centers
Main	2R - Room C - Junior Toddler	One Year Olds	1	4	C	20	C	NA	NA	Centers
Main	3L - Room E - Senior Toddlers	Two Year Olds	2	7	C	25	C	NA	NA	Outside
Main	3R - Room I - Pre-K 4	Four Year Olds and Five Year Olds	2	11	C	24	C	NA	NA	Outside
Main	4R - Room J - School Age		0	0	C	28	C	NA	NA	Not In Use
Main	Back-Left - Room H - Pre-K 4	Three Year Olds and Four Year Olds	2	11	C	26	C	NA	NA	Transitioning
Main	Middle Left - Room F - Pre-K 3	Two Year Olds	1	7	C	20	C	NA	NA	Outside
Main	Middle-Right Room G - Pre-K 3	Three Year Olds	1	4	C	20	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 157

Total Capacity @25 sq. ft.: 0

Building @35 capacity limited by Health Department Limitations

Total # Children this Date: 62

Total Capacity @35 sq. ft.: 157

Total Capacity @25 sq. ft.: 0


Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	20	C
Main	Playground B	45	C
Main	Playground C	11	C

Comments

The purpose of this visit is to conduct a licensing study.

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

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)



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(Findings Report)

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The following information is associated with a Complaint Investigation & Licensing Study POI Follow Up:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(2) - Please ensure current lesson plans are available in each classroom.

Correction Deadline: 12/29/2022

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

Met

Comment

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

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

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

Met

Comment

Records were observed to be complete and well organized.

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) **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 clorox spray and pearl drop soap was accessible to the three-year-old children in the Middle-Right Room G classroom due to the latch on the cabinet underneath the sink being broken.

POI (Plan of Improvement)

The Director stated that they will repair the latch to the cabinet.

Correction Deadline: 12/29/2022

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

Comment

Playground observed to be clean and in good repair.

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

Staff were observed to remind children to wash hands.

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

Comment

The Provider currently does not dispense/administer medication.

Organization

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

Technical Assistance

591-1-1-.16(f) - Due to the center utilizing the Middle Left -Room F Pre-K 3 for two-year-old children who are not potty trained the center would either need to submit an amendment to change the classroom type from - Non-diapering to Diapering. A diaper changing table would also need to be positioned adjacent to the sink inside the classroom and an exhaust fan would need to be installed inside of the classroom. Or the center could leave the classroom as Non-diapering and utilize the classroom for children ages three and older who are fully potty trained the way the classroom was originally licensed.

Correction Deadline: 12/29/2022

Safety

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

Correction Deadline: 10/24/2022

Corrected on 12/29/2022

.11(2) - Consultant observed positive redirection and discussion in the classrooms during the inspection.

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

Comment

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

Sleeping & Resting Equipment

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

Comment

Discussed SIDS and infant sleeping position.

Staff Records

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

Comment

Criminal record checks were observed to be complete.

591-1-1-.09 Criminal Records Check(CR) **Met**

Comment

Criminal records checks were observed to be complete.

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

Comment

Complete first aid kits observed in center and on vehicles.

Comment

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

591-1-1-.33 Staff Training **Met**

Comment

Documentation observed of required staff training.

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.