



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: 7/26/2022 **VisitType:** Licensing Study

Arrival: 11:35 AM

Departure: 12:35 PM

CCLC-38938

Sunbrook Academy at Mirror Lake

1995 Mirror Lake Blvd. Villa Rica, GA 30180 Douglas County
 (770) 459-0071 director.mirrorlake@bridgelearningcenter.com

Regional Consultant

Tomekia Hudson

Phone: (770) 544-5978

Fax: (770) 544-5980

tomekia.hudson@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.
07/26/2022	Licensing Study	Good Standing	
01/25/2022	Monitoring Visit	Good Standing	
08/31/2021	Complaint Investigation by Phone	Good Standing	

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-1R	Infants	1	6	C	12	C	NA	NA	Floor Play,Nap	
Main	B-2R	Two Year Olds and Three Year Olds	3	18	C	20	C	NA	NA	Transitioning,Na P	
Main	C-3R	One Year Olds and Two Year Olds	1	8	C	16	C	NA	NA	Transitioning,Na P	
Main	D-4R	Five Year Olds and Six Year Olds and Over	1	18	C	25	C	NA	NA	Transitioning,Lun ch	
Main	E-2M	Five Year Olds and Six Year Olds and Over	1	11	C	26	C	NA	NA	Transitioning,Lun ch	
Main	F-1M	Infants	3	12	C	15	C	NA	NA	Lunch	
Main	G-3L	Four Year Olds	1	11	C	21	C	NA	NA	Lunch	
Main	H-2L	Three Year Olds and Four Year Olds	2	12	C	22	C	NA	NA	Transitioning,Lun ch	
Main	I-1L		0	0	C	14	C	NA	NA		
					Total Capacity @35 sq. ft.: 167		Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Fire Marshall Limitations		
Total # Children this Date: 96			Total Capacity @35 sq. ft.: 167			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - Front L	60	C

Main	B - Basketball	25	C
Main	C - Pool	18	C
Main	D - Back	13	C
Main	E - Front R	81	C

Comments

A inperson visit was conducted on 7/26/22.

A administrative review was completed on 8/8/22.

The Consultant completed exit conference by phone and a copy of Licensing Study visit report was electronically emailed to the Program.

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 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 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 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.'



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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-.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

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

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms **Met**

Comment

Bathrooms observed to be clean and well maintained.

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 **Met**

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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

Comment

Kitchen appears clean and well organized.

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.

Policies and Procedures

591-1-1-.27 Posted Notices**Met****Comment**

Observed all required posted notices.

Safety

591-1-1-.05 Animals**Met****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**

Field trip documentation observed to be complete.

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

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

Comment

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 28**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 03/01/2021

Staff # 2

Met

Staff # 3

Met

Date of Hire: 07/19/2022

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

Staff # 4

Met

Date of Hire: 05/23/2022

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

Staff # 5

Met

Date of Hire: 01/25/2022

Staff # 6 Date of Hire: 01/22/2015	Met
Staff # 7 Date of Hire: 02/07/2022	Met
Staff # 8 Date of Hire: 05/06/2010	Met
Staff # 9 Date of Hire: 02/02/2021	Met
Staff # 10 Date of Hire: 05/26/2009	Met
Staff # 11 Date of Hire: 08/05/2021	Met
Staff # 12	Met
Staff # 13 Date of Hire: 08/05/2014	Met
Staff # 14 Date of Hire: 03/23/2012	Met
Staff # 15 Date of Hire: 05/16/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 16 Date of Hire: 12/06/2021	Met
Staff # 17 Date of Hire: 02/07/2011	Met
Staff # 18 Date of Hire: 04/27/2022	Met
Staff # 19	Met
Staff # 20 Date of Hire: 05/19/2014	Met
Staff # 21 Date of Hire: 10/25/2021	Met

Records Reviewed: 28

Records with Missing/Incomplete Components: 0

Staff # 22 Date of Hire: 11/01/2021	Met
Staff # 23 Date of Hire: 10/25/2005	Met
Staff # 24 Date of Hire: 08/02/2021	Met
Staff # 25	Met
Staff # 26	Met
Staff # 27	Met
Staff # 28 Date of Hire: 02/21/2022	Met

Staff Credentials Reviewed: 13

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

Comment

Director provided eight files for employees hired since last visit.

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

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.