



**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: 1/25/2022 **VisitType:** Initial Licensing Study **Arrival:** 9:30 AM **Departure:** 12:00 PM

CCLC-55319

Sunshine Academy Preschool & Daycare Center LLC

332 Rehoboth Road Bowman, GA 30624 Elbert County
(706) 245-0011 candice.tiller@gmail.com

Mailing Address
Same

Regional Consultant

Melissa McFarlin

Phone: (770) 359-5224

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melissa.mcfarlin@decal.ga.gov

Joint with: Kedirile Magakgala

Quality Rated: No

Compliance Zone Designation		
01/25/2022	Initial Licensing Study	NA

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	A-far right	Infants and One Year Olds	2	6	C	13	C	NA	NA	Free Play, Floor Play
Main	B-1R	One Year Olds and Two Year Olds	2	8	C	18	C	NA	NA	Circle Time
Main	C-1L		0	0	C	21	C	NA	NA	
Main	D-far left	Three Year Olds and Four Year Olds and Five Year Olds	2	13	C	21	C	30	C	Transitioning

Total Capacity @35 sq. ft.: 73

Total Capacity @25 sq. ft.: 82

Total # Children this Date: 27

Total Capacity @35 sq. ft.: 73

Total Capacity @25 sq. ft.: 82

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A-infant/toddler	40	C
Main	Playground B-Preschool	58	C

Comments

An Administrative Review was conducted on January 21, 2022. Staff files, children's files, training, and background checks were all reviewed. An Initial Licensing Study was conducted on January 25, 2022. The Exit Conference was conducted virtually on January 26, 2022, at 2:30 pm with the director. Permission to Operate will be issued upon completion of the Exit Conference and signature pages are returned to the consultant. Facility does carry Liability Insurance. An updated Certificate of Occupancy is required for the permanent license to be issued.

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.decal.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



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.decal.ga.gov/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@decal.ga.gov

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@decal.ga.gov.

- 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://decal.ga.gov/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)

Candice Tiller, Program Official

Date

Melissa McFarlin, Consultant

Date

Kedirile Magakgala, Consultant

Date



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Findings Report

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The following information is associated with a Initial Licensing Study:

Activities and Equipment

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

Met

Comment

A visit was conducted on this date, equipment and furniture observed to be properly secured.

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

Met

Comment

A visit was conducted on this date, center does not provide swimming activities. No pool observed on site.

Comment

A visit was conducted on this date, the Center Director/Administrator stated that the program will not participate in Swimming/water activities, in water measuring two (2) feet in depth or greater. Consultant also stated to Center Director/Administrator that prior to participating in Swimming/water activities, in any type of equipment holding water two (2) feet in depth or greater, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review Swimming/water activity Rules.

Facility

591-1-1-.06 Bathrooms

Not Met

Technical Assistance

591-1-1-.06(4) - On this date, it was observed that the bathrooms throughout the center did not have a door or barrier between the toilets and was not fully enclosed. The center will add a movable barrier, like a vinyl sliding partition to control odors, aid privacy and provide adequate sanitation measures.

POI (Plan of Improvement)

The center will have maintenance add a movable barrier, like a vinyl sliding partition between the toilets in the center.

Correction Deadline: 2/24/2022

Finding

591-1-1-.06(7) requires Center Staff to ensure bathrooms are cleaned daily with a disinfectant. It was determined based on the consultant's observation that the toilets throughout the center were stained and some in need of repair. Toilets should be disinfected and monitored daily and repaired as needed.

POI (Plan of Improvement)

The Center will develop and implement a plan to ensure that bathrooms are cleaned and disinfected daily and that this is monitored daily. The center will also have maintenance repair or replace the toilets as needed.

Correction Deadline: 1/25/2022

591-1-1-.19 License Capacity(CR)**Met****Comment**

The total Licensed capacity of the Center measured at 73 children, based on previously approved measurements of four (4) of four (4) classrooms, Licensed this date.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Met****Comment**

A visit was conducted on this date, no hazards observed accessible to children.

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Technical Assistance**

591-1-1-.26(9) - A visit was conducted on this date, small animal feces was observed on Playground A near the right side of the fence adjacent to Playground B. It is required that playgrounds are kept clean, free from litter and free of hazards. The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 1/25/2022

Food Service**591-1-1-.15 Food Service & Nutrition****Technical Assistance****Technical Assistance**

591-1-1-.15(3) - One (1) of the bottles observed in Classroom A was incorrectly labeled. The center will ensure that all children receive fresh bottles with formula intended for them that is properly stored to prevent spoilage.

Correction Deadline: 1/25/2022

Health and Hygiene**591-1-1-.10 Diapering Areas & Practices(CR)****Technical Assistance****Technical Assistance**

591-1-1-.10(1) - Staff will ensure to provide ventilation in the diapering areas in Classrooms A and B with the required amount of window space provided by operable screened windows when open to ensure proper ventilation and help control odors.

Correction Deadline: 1/25/2022

Technical Assistance

591-1-1-.10(4) - The center will repair the crack on the smooth, nonporous diaper changing surface in Classroom A, to ensure the diaper changing surface is adequately cleaned with a disinfectant and dried with a single-use disposable towel to prevent the spread of contagious diseases. The center will monitor and maintain the diaper changing surfaces in Classroom A and B.

Correction Deadline: 1/25/2022

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

A visit was conducted on this date, proper hand washing observed throughout the center.

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

A visit was conducted on this date, discussed proper medication documentation and procedures.

Safety

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

A virtual visit was conducted on this date, the staff were observed to maintain a positive learning environment on this date.

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

The Center Director and Owner stated that the Center will not provide Field Trips at this time. Consultant discussed with Center Director and Owner, all requirements needed in order to conduct field trips with children. Consultant also stated to Center Director and Owner that prior to conducting Field Trips, the Center is required to complete and maintain documentation of current CPR and First - Aid Training, as well as two (2) clock hours of Transportation Training, regarding the Center Director and all Center Staff participating in any aspect of Transportation, and ensure all Transportation/Field Trip checklists/forms and vehicle requirements are met. Further, Consultant stated to enter Director and Owner, that prior to conducting Field Trips, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review all Field Trip requirements.

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

The Center Director and Owner stated that the Center will not provide routine Transportation and Field Trips at this time. Consultant discussed with Center Director and Owner, all requirements needed in order to transport and conduct field trips with children. Consultant also stated to Center Director and Owner that prior to providing Transportation and/or Field Trips, the Center is required to complete and maintain documentation of current CPR and First - Aid Training, as well as two (2) clock hours of Transportation Training, regarding the Center Director and all Center Staff participating in any aspect of Transportation, and ensure all Transportation/Field Trip checklists/forms and vehicle requirements are met. Further, Consultant stated to Center Director and Owner, that prior to providing Transportation and/or Field Trips, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review all Transportation and Field Trip requirements.

Sleeping & Resting Equipment

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

A visit was conducted on this date, the consultant observed nine (9) of nine (9) cribs in the Infant Classroom with the manufacturing date, June 2021, used for sleeping and resting, to meet Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials International (ASTM) safety standards. The center will use cots for walking one (1) year old children. The consultant also discussed all Infant Safe Sleeping and Resting requirements with Center Director. Further, the Consultant observed a pleasant nap time environment, and discussed cot and mat disinfecting requirements with Center Director and Owner on this date.

Technical Assistance

591-1-1-.30(2) - Center Staff will ensure to not place objects or allow objects to be placed in or on the cribs or use cribs as storage when cribs are not occupied with children.

Correction Deadline: 1/25/2022

Staff Records

Records Reviewed: 13	Records with Missing/Incomplete Components: 0
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Staff # 1	Met
Staff # 2	Met
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Staff # 12	Met
Staff # 13	Met

Staff Credentials Reviewed: 0

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

Thirteen (13) of thirteen (13) staff Criminal record checks were observed to be complete.

591-1-1-.31 Staff(CR)	Not Met
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Finding

591-1-1-.31(1)(b)2 requires the Director to possess at least one of the sets of minimum academic requirements and qualifying child care experience listed in Rule 591-1-1-.31(1)(b)2.(i-xiii). It was determined based on the administrative review completed by the consultant, the director for the center did not possess at least one of the sets of minimum academic requirements and qualifying child care experience.

POI (Plan of Improvement)

The Center will ensure that the Director meets the minimum education and work requirements and secure the necessary documentation. The center will appoint a new director that possesses the minimum education and work requirements and secure the necessary documentation if the current director cannot meet the minimum education and work requirements and secure the necessary documentation.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

A visit was conducted on this date, the center observed to maintain appropriate staff:child ratios.

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

Met

Comment

A supervision plan was created on this date.

Diapering Supervision Plan

During diapering, an additional Staff person will be present to assist with supervising children, due to wall-facing diapering surfaces located in Classrooms A and B.