



**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: 11/16/2021 **VisitType:** Licensing Study

Arrival: 3:15 PM

Departure: 4:45 PM

CCLC-38702

Suwanee Prep Academy

2150 Lawrenceville Suwanee Road Suwanee, GA 30024 Gwinnett County
(678) 878-2956 suwaneeacademy@gmail.com

Mailing Address
Same

Regional Consultant

Mandi Sloan

Phone: (770) 357-5097
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mandi.sloan@dec.al.gov

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.
11/16/2021	Licensing Study	Good Standing	
08/23/2021	Incident Investigation Closure	Good Standing	
08/09/2021	Incident Investigation & Follow Up	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 - 1R	Infants and One Year Olds	1	6	C	7	C	NA	NA	Floor Play, Feeding	
Main	B - 2R		0	0	C	13	C	NA	NA	Not In Use	
Main	C - 3R		0	0	C	19	C	NA	NA	Not In Use	
Main	D - Middle	Two Year Olds	2	10	C	25	C	NA	NA	Lunch	
Main	E - 3L	Four Year Olds	1	8	C	25	C	35	C	Centers	
Main	F - 2L	Three Year Olds	2	13	C	20	C	28	C	Lunch	
Main	G - 1L		0	0	C	20	C	28	C	Not In Use	
Total Capacity @35 sq. ft.: 105						Total Capacity @25 sq. ft.: 105	Building @35 capacity limited by Health Department Limitations				
Total # Children this Date: 37			Total Capacity @35 sq. ft.: 105			Total Capacity @25 sq. ft.: 105		Building @25 capacity limited by Health Department Limitations			

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - Right	22	C
Main	B - Back	139	C

Comments

Administrative Review was conducted on November 16, 2021. Staff files, children's files, training, and background checks were all reviewed. A Virtual Visit was conducted on November 22, 2021 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)

Irma Williams, Program Official

Date

Mandi Sloan, Consultant

Date



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Findings Report

Date: 11/16/2021 **VisitType:** Licensing Study

Arrival: 3:15 PM

Departure: 4:45 PM

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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

Discussed rotating toys to support the procedures of daily disinfecting.

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

Discussed maintenance of resilient surface. Please fluff and redistribute once the ground dries from recent rain and storms.

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)**Technical Assistance****Technical Assistance**

591-1-1-.20 - The consultant discussed with the provider to ensure that the reason why medication is not dispensed is noted on the authorization for medication form.

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)**Not Met****Finding**

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on a review of records that emergency medical information was not maintained in the vehicle for one child who routinely participated in after school transportation.

POI (Plan of Improvement)

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

Correction Deadline: 11/17/2021

Sleeping & Resting Equipment

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

Pleasant naptime environment observed.

Staff Records**Records Reviewed: 14****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 11/22/2021

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

Staff # 2

Met

Staff # 3

Met

Date of Hire: 05/31/2016

Staff # 4

Met

Date of Hire: 10/04/2021

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

Records Reviewed: 14**Records with Missing/Incomplete Components: 0**

Staff # 5	Met
Date of Hire: 05/11/2021	
Staff # 6	Met
Date of Hire: 05/19/2021	
Staff # 7	Met
Date of Hire: 08/02/2021	
Staff # 8	Met
Date of Hire: 10/26/2020	
Staff # 9	Met
Staff # 10	Met
Date of Hire: 10/26/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 11	Met
Date of Hire: 06/22/2021	
Staff # 12	Met
Date of Hire: 05/17/2021	
Staff # 13	Met
Date of Hire: 07/01/2015	
Staff # 14	Met
Date of Hire: 07/01/2015	

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.

Comment

Director provided five file(s) for employees hired since the last visit conducted on May 24, 2021.

591-1-1-.31 Staff(CR) Met**Correction Deadline: 10/30/2020****Corrected on 11/16/2021****.31(2)(b)2. - The previous citation was corrected on this date as lead teacher credential and professional learning plans were observed to be complete.****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****Correction Deadline: 8/23/2021****Corrected on 11/16/2021**

.32(7) - The previous citation was corrected on this date as children were observed to be supervised. Further, watchful oversight was given to the children at all times.