



**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: 9/26/2022 **VisitType:** Licensing Study **Arrival:** 9:40 AM **Departure:** 1:40 PM

CCLC-38939

Sunbrook Academy at Stockbridge

5006 Hwy 155 N Stockbridge, GA 30281 Henry County
(678) 284-6001 director.stockbridge@sunbrookacademy.com

Regional Consultant

Yolanda Marable

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Mailing Address
Same

Quality Rated: ★ ★

Compliance Zone Designation		
09/26/2022	Licensing Study	Good Standing
06/22/2022	Complaint Investigation Follow Up	Good Standing
06/22/2022	Complaint Closure	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	(A) 1L - Infant B	Infants and One Year Olds	2	4	C	12	C	NA	NA	Floor Play
Main	(B) 2L - Senior A	Two Year Olds	1	10	C	19	C	NA	NA	Circle Time
Main	(C) 3L - Junior B	One Year Olds	1	7	C	19	C	NA	NA	Free Play
Main	(D) 4L middle- PreK 3A	Three Year Olds	1	9	C	15	C	NA	NA	Free Play
Main	(E) 5L middle - Pre-K 4A	Four Year Olds	1	8	C	16	C	23	C	Circle Time
Main	(F) 6L middle - GA Pre-K (b)	GA PreK	2	17	C	23	C	NA	NA	Circle Time
Main	(G) 5R - GA Pre-K (a)	GA PreK	2	18	C	23	C	NA	NA	Free Play
Main	(H) 4R - PreK 3B	Three Year Olds	1	13	C	21	C	29	C	Circle Time
Main	(I) 3R - Junior A	Two Year Olds	1	7	C	22	C	NA	NA	Outside
Main	(J) 2R - Senior B	Two Year Olds	1	7	C	14	C	NA	NA	Outside
Main	(K) 1R - Infant A	Infants	1	3	C	13	C	NA	NA	Floor Play
Total Capacity @35 sq. ft.: 197						Total Capacity @25 sq. ft.: 212				
Total # Children this Date: 103			Total Capacity @35 sq. ft.: 197			Total Capacity @25 sq. ft.: 212				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Plgd-A (Inf.)	31	C
Main	Plgd-B (Preschool)	77	C
Main	Plgd-C (Schoo-age)	264	C

Comments

A licensing study was conducted on this date.

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)



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!

Damonn Brown, Program Official

Date

Yolanda Marable, Regional Consultant

Date



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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

Center does not provide swimming activities.

Facility

591-1-1-.19 License Capacity(CR)

Met

Correction Deadline: 6/22/2022

Corrected on 9/26/2022

Previous citation corrected on this date.

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 by consultant observation the following hazards were accessible to children.

Room E -5th left : Toilet plunger and toilet brush

Room F-middle : hand sanitizer

Room G - 5th right : Teacher bag

Room H - 4th right : stacked chairs

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 9/26/2022

591-1-1-.26 Playgrounds(CR)**Not Met****Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation the following hazards were on the playgrounds.

Playground B : The white PVC pipe was disconnected and one end of the PVC pipe was open.

Playground C: : The white PVC pipe was disconnected.

Playground : D Two tricycles had broken red seats.

POI (Plan of Improvement)

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: 9/26/2022

Food Service

591-1-1-.15 Food Service & Nutrition**Not Met****Finding**

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined by review of records infant room A and B did not have infant feeding plans.

POI (Plan of Improvement)

The Center Director will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

Correction Deadline: 9/26/2022

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)**Met****Comment**

The Provider currently does not dispense/administer medication.

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

Center does not participate in field trips at this time.

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

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.

Staff Records

Records Reviewed: 24

Records with Missing/Incomplete Components: 13

Staff # 1 Not Met

Date of Hire: 07/01/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 2 Not Met

Date of Hire: 07/12/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 6 Not Met

Date of Hire: 08/31/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 8 Not Met

Date of Hire: 08/03/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 9 Not Met

Date of Hire: 09/05/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 10 Not Met

Date of Hire: 04/27/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing,.24(1)-No Record

Staff # 12

Not Met

Date of Hire: 08/15/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 15

Not Met

Date of Hire: 07/28/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 17

Not Met

Date of Hire: 05/10/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 19

Not Met

Date of Hire: 07/25/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 20

Not Met

Date of Hire: 03/01/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 21

Not Met

Date of Hire: 09/13/2021

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 24

Not Met

Date of Hire: 09/12/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

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

Met

Correction Deadline: 6/22/2022

Corrected on 9/26/2022
Previous citation corrected on this date.
Correction Deadline: 6/22/2022

Corrected on 9/26/2022
Previous citation corrected on this date.

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

Comment
Please be mindful of training expiration dates for CPR.

591-1-1-.24 Personnel Records **Not Met**

Finding
591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined by review of records staff member # 10 hired on April 27, 2022, did not have evidence of an application.

POI (Plan of Improvement)
The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

Correction Deadline: 10/1/2022

591-1-1-.33 Staff Training **Not Met**

Finding
591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on a review of records that 11 staff members did not have evidence of orientation.

POI (Plan of Improvement)
The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

Correction Deadline: 9/26/2022

Finding
591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that staff member #10, staff member #17, and staff member #20 did not obtain health and safety orientation.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 10/26/2022

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)

Not Met

Finding

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger. It was determined based on observation that the staff member from Room Pre-K 3 was sitting down scrolling through their cell phone while the children were playing on Playground C. Additionally, the staff member in Room 2R was sitting down scrolling through their cell phone while the children were seated at the table.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 9/26/2022