



**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:** 11/10/2022 **VisitType:** ILS Follow Up

**Arrival:** 10:00 AM

**Departure:** 1:00 PM

**CCLC-55319**

**Sunshine Academy Preschool & Daycare Center LLC**

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

**Regional Consultant**

Toni Williams

Phone: (770) 302-7628

Fax: (770) 302-8357

toni.williams@dec.al.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

| <b>Compliance Zone Designation</b> |                                |               | <b>Compliance Zone Designation</b> - 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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|--------------------------------|---------------|--|
| 11/10/2022                         | ILS Follow Up                  | Good Standing |  |
| 03/16/2022                         | POI Follow Up                  | Good Standing |  |
| 03/04/2022                         | Incident Investigation Closure | 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-far right | One Year Olds                      | 2                              | 9        | C                              | 13                             | C            | NA         | NA           | Free Play  |
| Main                           | B-1R        | Infants                            | 2                              | 7        | C                              | 18                             | C            | NA         | NA           | Floor Play |
| Main                           | C-1L        | Two Year Olds                      | 1                              | 12       | C                              | 21                             | C            | NA         | NA           | Outside    |
| Main                           | D-far left  | Three Year Olds and Four Year Olds | 1                              | 9        | C                              | 21                             | C            | 30         | C            | Outside    |
| Total Capacity @35 sq. ft.: 73 |             |                                    |                                |          | Total Capacity @25 sq. ft.: 82 |                                |              |            |              |            |
| Total # Children this Date: 37 |             |                                    | 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 in person Initial Licensing Study was conducted on November 10, 2022. The exit conference was conducted on November 10, 2022 at 12:30 pm with the Director/Owner. 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. The License capacity is 73.

Plan of Improvement: Developed This Date 11/10/2022

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](mailto: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](http://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)

Candice Tiller, Program Official

Date

Toni Williams, Consultant

Date



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**Findings Report**

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The following information is associated with a ILS Follow Up:

**Activities and Equipment**

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

**Not Met**

**Comment**

Discussed adding equipment and toys to enhance variety in all the classrooms and each classroom needed to add all five centers and equipment for each.

**Comment**

Equipment and furniture observed to be properly secured.

**Finding**

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on the Consultant's observation that the chairs and tables in the preschool and two year old rooms had rust on the bottom of them.

**POI (Plan of Improvement)**

The Center will ensure that equipment and furniture are used by the age-appropriate group of children.

**Correction Deadline: 12/16/2022**

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

**Met**

**Comment**

Equipment and furniture observed to be properly secured.

**Facility**

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center. The overall licensed capacity is 73 children.

**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 the Consultant's observation that there was a broom and mop in the preschool bathroom accessible to the children.

**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: 12/16/2022****Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on the Consultant's observation that the screws on the base of the toilet in the preschool room were missing and need replacing.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 11/24/2022****Finding**

591-1-1-.25(6) requires each child's personal items to be kept in individually labeled cubbies, lockers or racks separated from articles used by other children. The spaces shall be accessible to the children to whom they are assigned. It was determined based on the Consultant's observation that the cubbies in the one-year old room were not accessible to the children and need to be lowered.

**POI (Plan of Improvement)**

The Center will provide each child with individually labeled and accessible storage.

**Correction Deadline: 12/30/2022**

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

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on the Consultant's observation that the fence on the left side on the Preschool playground and the fence on the right hand side of the infant playground as well as the gate opening that separates the playgrounds had rust on the top and in the middle of the door opening.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 1/13/2023****Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on the Consultant's observation that the red octagon, and the red house had chip paint and rust and the chains on the swings were rusted on the preschool playground. In addition, the red house structure on the infant playground had rust and chip paint.

**POI (Plan of Improvement)**

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

**Correction Deadline: 12/16/2022**

**Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on the Consultant's observation that there was no resilient surface on the preschool playground under the climbing structure. Additionally there was resilient surfacing on the preschool playground under the swings but it needs redistributing.

**POI (Plan of Improvement)**

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

**Correction Deadline: 11/30/2022**

**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 the Consultant's observation that there were roots exposed on the infant playground under both trees that could cause a tripping hazard.

**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: 12/20/2022**

**Food Service**

**591-1-1-.15 Food Service & Nutrition** **Met**

**Correction Deadline: 3/16/2022**

**Corrected on 11/10/2022**

**The Citation was corrected as of this date.**

**Health and Hygiene**

**591-1-1-.10 Diapering Areas & Practices(CR)** **Met**

**Comment**

Staff stated proper procedures. Sinks with warm running water observed adjacent to proper diapering surfaces in all classrooms approved for diapering.

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

**Comment**

Proper handwashing observed throughout the center.

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

**Comment**

Discussed medication documentation, administration and storage.

**Safety**

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

Staff were observed to maintain a positive learning environment on this date.

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

Center does not provide routine transportation or field trips. Consultant discussed transportation requirements if/when the facility decides to incorporate transportation. The center will contact their regional consultant and complete the required two (2) hours transportation training prior to transporting children.

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**Sleeping & Resting Equipment**

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

Thirteen (13) of thirteen (13) cribs were present meeting safety compliance with Consumer Product Safety Commission (CPSC) and American Society of Testing and Materials International (ASTM) safety standards as they were manufactured in 2021. Consultant discussed safe sleeping requirements with the Owner/Director during the inspection visit.

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**Staff Records**

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**Records Reviewed: 16****Records with Missing/Incomplete Components: 0**

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|                          |   |
|--------------------------|---|
| Staff # 1                | Met   |
| Date of Hire: 12/05/2021 |   |
| Staff # 2                | Met   |
| Date of Hire: 12/05/2021 |   |
| Staff # 3                | Met   |
| Date of Hire: 09/06/2022 |   |
| Staff # 4                | Met   |
| Date of Hire: 11/07/2022 | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 5                | Met   |
| Date of Hire: 09/19/2022 |   |
| Staff # 6                | Met   |
| Date of Hire: 12/22/2021 |   |
| Staff # 7                | Met   |
| Date of Hire: 03/07/2022 |   |
| Staff # 8                | Met   |
| Date of Hire: 02/15/2022 |   |
| Staff # 9                | Met   |
| Date of Hire: 10/26/2022 | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |

**Records Reviewed: 16****Records with Missing/Incomplete Components: 0**

|                          |   |
|--------------------------|---|
| Staff # 10               | Met   |
| Date of Hire: 11/07/2022 | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 11               | Met   |
| Date of Hire: 07/21/2022 |   |
| Staff # 12               | Met   |
| Date of Hire: 08/08/2022 |   |
| Staff # 13               | Met   |
| Date of Hire: 10/26/2022 | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 14               | Met   |
| Date of Hire: 12/03/2021 |   |
| Staff # 15               | Met   |
| Date of Hire: 12/03/2021 |   |
| Staff # 16               | Met   |
| Date of Hire: 02/21/2022 |   |

**Staff Credentials Reviewed: 1**

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

**Comment**

Thirteen (13) of thirteen (13) staff records were observed to have comprehensive satisfactory Criminal Background Check determination letters on file.

**591-1-1-.31 Staff(CR) Met**

**Correction Deadline: 6/30/2022**

**Corrected on 11/10/2022**

**The Citation was corrected as of this date.**

**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.