



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: 6/5/2018 **VisitType:** Initial Licensing Study **Arrival:** 8:45 AM **Departure:** 2:00 PM

CCLC-49166

Sunrise Kids Learning Center - Lilburn

335 Arcado Rd. NW Lilburn, GA 30047 Gwinnett County
 (240) 606-1990 bikeakanam@gmail.com

Regional Consultant

Jennifer Salies

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Mailing Address

P.O. Box 126
 Grayson, GA 30017

Quality Rated: ★

Compliance Zone Designation		
06/05/2018	Initial Licensing Study	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/ Pre-K 2/ AS		0	0	C	24	C	NA	NA	Centers
Main	B/ BL/ Pre-K-1		0	0	C	19	C	NA	NA	
Main	C- Middle/ 3 year old	Three Year Olds and Five Year Olds and Six Year Olds and Over	1	12	C	16	C	NA	NA	Transitioning,Ce nters
Main	D- BR/Pre-K 3		0	0	C	19	C	NA	NA	
Main	E-1R/6wks- 2 years	Infants	1	3	C	24	C	NA	NA	Floor Play
Total Capacity @35 sq. ft.: 102						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 15						Total Capacity @35 sq. ft.: 102				
						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A- L/ 4 and up	69	C
Main	B - back/ 3's and 4's	78	C
Main	C- Right/ 6wks- 2yr	7	C

Comments

Final Licensed issued on this date. Facility does not carry Liability Insurance. Consultant discussed Quality Rated with the Director on this date.

Plan of Improvement: Developed This Date 06/05/2018

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.decals.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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@decals.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://decals.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)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.decals.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@decals.ga.gov

Bosco Ikeakanam, Program Official

Date

Jennifer Salies, 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)

Technical Assistance

Technical Assistance

591-1-1-.12(4) - Please secure computer screen in classroom C so that it does not tip over.

Correction Deadline: 6/5/2018

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 4

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	
Child # 2	Met
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	

Child # 5

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

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

Not Met

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on consultant's review of children's files, that five (5) of five (5) files were missing the address of of the person to whom the child may be released.

POI (Plan of Improvement)

Center staff update current enrollment forms to include the address of the person to whom the child may be released.

Correction Deadline: 6/22/2018

Facility

591-1-1-.06 Bathrooms

Technical Assistance

Technical Assistance

591-1-1-.06(5) - Please be mindful that all restrooms serving children four (4) years old and older must have a divider between toilets for privacy.

Correction Deadline: 6/15/2018

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

Met

Comment

The licensed capacity for the facility is 102 children.

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

Not Met

Technical Assistance

591-1-1-.25(13) - Please ensure that toilet brushes are stored out of reach of children in the classroom B (currently not in use).

Correction Deadline: 6/5/2018

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 consultant's observation that a hazard existed in that there were screws protruding more than two threads at the base of the toilets in classrooms A, B, and E. Consultant also observed chipped paint along the wall in the hallway and along the baseboard in the bathroom of classroom B.

POI (Plan of Improvement)

The Center will cut down the protruding screws to two threads and cap off the bolts at the base of the toilets and sand the walls and repaint where it is chipping along the hallway and in the bathroom.

Correction Deadline: 6/22/2018

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

Not Met

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 consultant's observation that hazards existed on playgrounds A, B and C. On playground A, vegetation was growing throughout the fence throughout the A/C unit and long the left side of the fence on the back of the fence. On playground B there was a gap in the gate between A and B measuring between four (4) and five (5) inches as well as vegetation growing through the back fence and right fence on playground B. On playground C, vegetation was growing through the back fence.

POI (Plan of Improvement)

The Center will treat the vegetation and cut it out completely in all the fences. The center will add a barrier to enclose the gap in the gate.

Correction Deadline: 6/22/2018

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 consultant's observation that hazards existed on playgrounds A and B. On playground A, there was a raised concrete slab with exposed concrete causing a potential tripping hazard. On Playground B, consultant observed a pink bike that had rust on the handle bars.

POI (Plan of Improvement)

The Center will add mulch around the concrete slab to ensure it is flush with the ground and sand and repaint the pink bike.

Correction Deadline: 6/5/2018

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

Documentation for medication dispensing observed complete. Consultant viewed documentation for June 5, 2018.

Safety

591-1-1-.11 Discipline(CR)

Met

Comment

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

Comment

Complete documentation of transportation observed dated from April 30, 2018 through May 23, 2018.

Sleeping & Resting Equipment

Comment

Discussed SIDS and infant sleeping position. Four (4) of four (4) cribs were present meeting CPSC guidelines as they were manufactured in June of 2012.

Staff Records

Records Reviewed: 11

Records with Missing/Incomplete Components: 0

Staff # 10 Met
Date of Hire: 06/05/2018

Staff # 11 Met
Date of Hire: 06/05/2018

Records Reviewed: 11

Records with Missing/Incomplete Components: 0

Staff # 1 Met
Date of Hire: 06/05/2018

Staff # 2 Met
Date of Hire: 08/11/2011

Staff # 3 Met
Date of Hire: 03/26/2018

Staff # 4 Met
Date of Hire: 01/05/2005

Staff # 5 Met
Date of Hire: 10/30/2017

Staff # 6 Met
Date of Hire: 06/05/2018

Staff # 7 Met
Date of Hire: 06/05/2018

Staff # 8 Met
Date of Hire: 04/30/2018

Staff # 9 Met
Date of Hire: 06/05/2018

591-1-1-.09 Criminal Records Check(CR)

Met

Comment

Eleven (11) of eleven (11) staff records were observed to have satisfactory clearance letters on file.

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on consultant review of staff files that two (2) of six (6) staff had not completed the ten (10) clock hours of training for 2017.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 12/31/2018

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

A supervision plan was created on this date for playgrounds A and B due to their shape.