



**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:** 5/22/2019    **VisitType:** Licensing Study    **Arrival:** 9:00 AM    **Departure:** 12:30 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**

Junya Herron

Phone: (770) 357-3323

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junya.herron@decals.ga.gov

**Mailing Address**

P.O. Box 126  
 Grayson, GA 30017

**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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
05/22/2019	Licensing Study	Good Standing	
11/27/2018	Monitoring Visit	Good Standing	
09/12/2018	Complaint 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-1L/ Pre-K 2/ AS	PreK	2	21	C	24	C	NA	NA	Outside
Main	B/ BL/ Pre-K-1	PreK	2	18	C	19	C	NA	NA	Centers
Main	C- Middle/ 3 year old	Three Year Olds and Four Year Olds	1	10	C	16	C	NA	NA	Centers
Main	D- BR/Pre-K 3	PreK	2	19	C	19	C	NA	NA	Outside
Main	E-1R/6wks- 2 years	One Year Olds	1	7	C	24	C	NA	NA	Transitioning, Outside
Total Capacity @35 sq. ft.:						102	Total Capacity @25 sq. ft.:		0	
Total # Children this Date: 75			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**

The purpose of this visit today was to complete a Licensing Study and follow from November 27,2018.

Consultant provided her contact information.

Consultant discussed new Comprehensive background check rules.

Consultant provided a POI 45 day letter for Criminal Records Check.

Consultant observed the emergency plan.

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.al.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

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.

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#### 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.al.ga.gov](mailto:CCSRefutations@dec.al.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://dec.al.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.

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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).

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](mailto:qualityrated@decal.ga.gov)

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Bosco Ikeakanam, Program Official

Date

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Junya Herron, 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

Correction Deadline: 11/27/2018

Corrected on 5/22/2019

Corrected no chairs observed.

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

N/A

**Comment**

Center does not provide swimming activities.

### Children's Records

**Records Reviewed: 5**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

**Comment**

Parent authorizations obtained/completed.

**Comment**

Records were observed to be complete and well organized.

**Facility**

**591-1-1-.06 Bathrooms**

**Met**

**Comment**

Bathrooms observed to be clean and well maintained.

**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**

**Correction Deadline: 11/27/2018**

**Corrected on 5/22/2019**

**Corrected no purses accessible.**

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

**Met**

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Food Service**

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

**Met**

**Comment**

Center menu meets USDA guidelines.

**591-1-1-.18 Kitchen Operations**

**Met**

**Comment**

Kitchen appears clean and well organized.

**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.

**Comment**

Staff were observed to remind children to wash hands.

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

**Met**

**Comment**

Documentation for medication dispensing observed complete.

**Policies and Procedures**

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**591-1-1-.29 Required Reporting****Met****Comment**

Discussed reporting requirements.

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**Safety**

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**591-1-1-.05 Animals****N/A****Comment**

Center does not keep animals on premises.

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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-.13 Field Trips(CR)****N/A****Comment**

Center does not participate in field trips at this time.

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

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Comment**

Complete documentation of transportation observed.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

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**Sleeping & Resting Equipment**

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

Discussed SIDS and infant sleeping position.

**Comment**

The correct number of mats, sheets and blankets were observed on this date.

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**Staff Records**

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

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Staff # 1 Met

Date of Hire: 05/06/2019

Staff # 4 Met

Date of Hire: 09/27/2018

Staff # 6 Met

Date of Hire: 08/20/2018

Staff # 8 Met

Date of Hire: 08/06/2018

Staff # 9 Met

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

Date of Hire: 08/06/2023

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

Staff # 11

Met

Date of Hire: 03/20/2019

Staff # 12

Met

Date of Hire: 08/06/2018

Staff # 13

Met

Date of Hire: 05/06/2019

Staff # 14

Met

Date of Hire: 07/30/2018

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

Staff # 2

Met

Date of Hire: 06/05/2018

Staff # 3

Met

Date of Hire: 08/11/2011

Staff # 5

Met

Date of Hire: 03/26/2018

Staff # 7

Met

Date of Hire: 01/05/2005

Staff # 10

Met

Date of Hire: 06/05/2018

**Staff Credentials Reviewed: 14****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided 3 file(s) for employees hired since last visit.

**Technical Assistance**

591-1-1-.09(1)(h) - requires the Center to ensure that every Provisional Employee requests child abuse and neglect registry information and criminal history documents from any U.S. state, territory or tribal land other than Georgia in which they have resided in the preceding five years and submit such documents to the Department in a timely manner. Failure to request out-of-state information will result in the issuance of an unsatisfactory Comprehensive Records Check Determination. It was determined during consultant review of Comprehensive Records Check one staff had National background checks with pending out of state results.

**Correction Deadline: 5/22/2019**

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

Complete first aid kits observed in center and on vehicles.

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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**591-1-1-.33 Staff Training****Met****Comment**

Documentation observed of required staff training.

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

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Center observed to maintain appropriate staff:child ratios.

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**591-1-1-.32 Supervision(CR)****Met****Comment**

Adequate supervision observed on this date.