



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: 10/16/2019 **VisitType:** Monitoring Visit

Arrival: 12:35 PM

Departure: 3:00 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

Bridget Johnson

Phone: (770) 357-4913

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bridget.johnson@decal.ga.gov

Mailing Address

P.O. Box 126
 Grayson, GA 30017

Quality Rated:

Compliance Zone Designation		
10/16/2019	Monitoring Visit	Good Standing
05/22/2019	Licensing Study	Good Standing
11/27/2018	Monitoring Visit	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	PreK	1	11	C	24	C	NA	NA	Nap
Main	B/ BL/ Pre-K-1	PreK	2	14	C	19	C	NA	NA	Nap
Main	C- Middle/ 3 year old	Three Year Olds and Four Year Olds	1	9	C	16	C	NA	NA	Nap
Main	D- BR/Pre-K 3	PreK	1	10	C	19	C	NA	NA	Nap
Main	E-1R/6wks- 2 years	One Year Olds and Two Year Olds	2	10	C	24	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 102						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 54			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

10/16/2019: The purpose of this visit was to conduct a monitoring visit. There were no previous citations to follow up on. A one-day letter and video affidavit was left on site on this date. The video affidavit is due back to the Consultant on October 23, 2019.

Plan of Improvement: Developed This Date 10/16/2019

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/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.

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)



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.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

Bosco Ikeakanam, Program Official

Date

Bridget Johnson, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

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)

N/A

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.

Comment

No hazards observed accessible to children on this date.

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

Technical Assistance

Comment

Playground observed to be clean and in good repair.

Technical Assistance

591-1-1-.26(9) - Please monitor the wash off area around the concrete at the base of the front fence gate between the back left and back right playgrounds and ensure the concrete base does not become exposed.

Correction Deadline: 10/16/2019

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) **N/A**

Comment

The Provider currently does not dispense/administer medication.

Safety

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

Comment

Age-appropriate discussion and/or redirection observed.

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.

Comment

Pleasant naptime environment observed.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 12

Records with Missing/Incomplete Components: 2

Staff # 1 Met

Date of Hire: 05/08/2018

Staff # 2 Met

Date of Hire: 07/30/2018

Staff # 3 Met

Date of Hire: 04/18/2018

Staff # 4 Met

Date of Hire: 06/05/2018

Records Reviewed: 12**Records with Missing/Incomplete Components: 2**

Staff # 5 Date of Hire: 06/05/2018	Met
Staff # 6 Date of Hire: 09/27/2018	Met
Staff # 7 Date of Hire: 08/06/2018	Met
Staff # 8 Date of Hire: 04/20/2017	Met
Staff # 9 Date of Hire: 05/06/2019 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met
Staff # 10 Date of Hire: 05/03/2018	Met
Staff # 11 Date of Hire: 03/26/2018	Met
Staff # 12 Date of Hire: 08/05/2019 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met

Staff Credentials Reviewed: 7**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Comment**

Director provided five files for employees hired since last visit.

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that staff #15 was hired on May 6, 2019, was working at the front desk, and did not have a current comprehensive records check determination on file. Staff #15 was past their 12 month portability period and new fingerprints had been completed, but the records check application was not electronically submitted in order to obtain the clearance letter. Also, staff #21 was hired on August 5, 2019, was working in the Pre-K classroom, and did not have a current comprehensive records check determination on file. Staff #21 was past their 12 month portability period and had not submitted new fingerprints or records check application. A one-day letter and video affidavit was left on site on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure the CRC rules are maintained.

Correction Deadline: 10/16/2019

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that staff #15 was hired on May 6, 2019, was working at the front desk, and did not have a current comprehensive records check determination on file. Staff #15 was past their 12 month portability period and new fingerprints had been completed, but the records check application was not electronically submitted in order to obtain the clearance letter. Also, staff #21 was hired on August 5, 2019, was working in the Pre-K classroom, and did not have a current comprehensive records check determination on file. Staff #21 was past their 12 month portability period and had not submitted new fingerprints or records check application. A one-day letter and video affidavit was left on site on this date.

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Correction Deadline: 10/16/2019

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

Staff observed to provide direct supervision and be attentive to children's needs.