



**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:** 6/21/2021    **VisitType:** Initial Licensing Study    **Arrival:** 9:30 AM    **Departure:** 12:00 PM

**CCLC-53727**

**KinderCare Learning Center (Sugarhill #086128)**

4540 Nelson Brogdon Blvd Sugar Hill, GA 30518 Gwinnett County  
 (678) 482-2356 sugarhill@kindercare.com

**Regional Consultant**

Melissa McFarlin

Phone: (770) 359-5224

Fax: (770) 302-9130

melissa.mcfarlin@decal.ga.gov

**Mailing Address**

3051 Parkbrooke Circle  
 Woodstock, GA 30189

**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.
06/21/2021	Initial Licensing Study	Good Standing	
04/22/2021	Incident Investigation Closure	Good Standing	
03/15/2021	Incident Investigation & Follow Up	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
Building A	A-1L-Infants	Infants and One Year Olds	1	5	C	12	C	NA	NA	Floor Play
Building A	B-2L-1 Year-Olds		0	0	C	16	C	NA	NA	
Building A	C-3L-Two Year-Olds	One Year Olds and Two Year Olds	1	8	C	20	C	NA	NA	Centers
Building A	D-4L-Two Year-Old		0	0	C	20	C	NA	NA	
Building A	E-Back-L-Gym		0	0	C	0	C	NA	NA	
Building A	F-Back-School Age	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	8	C	30	C	NA	NA	Art
Building A	G-3R-Three Year-Olds	Three Year Olds and Four Year Olds	2	15	C	31	C	NA	NA	Circle Time
Building A	H-2R-Three and Four Year-Olds		0	0	C	51	C	NA	NA	
Building A	I-1R-Pre-K		0	0	C	43	C	NA	NA	
<b>Total Capacity @35 sq. ft.: 223</b>						<b>Total Capacity @25 sq. ft.: 0</b>				
Total # Children this Date: 36			<b>Total Capacity @35 sq. ft.: 223</b>			<b>Total Capacity @25 sq. ft.: 0</b>				

Building	Playground	Playground Occupancy	Playground Compliance
Playground	Back-Preschool/School-Age	107	C
Playground	Left-Infant/Toddler	44	C
Playground	Right-Preschool/School Age	118	C
Playground	Splash Pad	5	C

**Comments**

An Administrative Review was conducted on June 21, 2021. Staff files, children's files, training, and background checks were all reviewed. An in person Initial Licensing Study was conducted with Lisa Chandler on June 2021. The exit conference was conducted virtually on June 22, 2021 at 3:30 pm with Heather Watson. Compliance with the Executive Order issued on June 15, 2021 was reviewed during the inspection and discussed during the exit conference. Permission to Operate issued on June 21, 2021. Facility does carry Liability Insurance. Lisa Chandler's name was unable to be added to the report due to a system error.

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.decal.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

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.decal.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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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).

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](mailto:qualityrated@dec.state.ga.us)

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Heather Watson, Program Official

Date

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Melissa McFarlin, Consultant

Date



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### Findings Report

**Date:** 6/21/2021 **VisitType:** Initial Licensing Study **Arrival:** 9:30 AM **Departure:** 12:00 PM

#### CCLC-53727

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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

#### Comment

On this date, the consultant observed equipment, furniture and toys throughout the Center, to be nonhazardous, fully - secured, and not able to cause injury from tipping, falling, or being pulled or pushed over.

#### Technical Assistance

591-1-1-.12(2) - The center will ensure that the mats located in the special use room (gym) are in good repair. The mats that have tears or rips will be repaired or replaced.

**Correction Deadline: 6/21/2021**

#### Technical Assistance

591-1-1-.12(6) - On this date, the consultant spoke with the director, the director will ensure that a variety of age-appropriate toys, play materials and learning aids are available, stored on low, open shelves accessible to children in each room or assigned area. The center will also ensure enough equipment is available to accommodate the classroom capacities.

**Correction Deadline: 7/21/2021**

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

Met

#### Comment

On this date, the Center Director/Administrator stated that the program will not participate in Swimming activities. Consultant discussed Swimming requirements with Center Director/Administrator, prior to the visit and on this date. Consultant also stated to Center Director/Administrator that prior to participating in Swimming activities, in water two (2) feet in depth or greater, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review Swimming Rules.

#### Comment

On this date, the center does not provide swimming activities. No pool observed on site.

### Children's Records

**Records Reviewed: 3**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.08 -The program will ensure all children's files are updated with the required information.

**Facility**

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

**Met**

**Comment**

The total licensed capacity of the Center measured at two hundred twenty three (223) children, based on previously approved measurements of nine (9) of nine (9) classrooms. The director stated during the visit that the center would like to remove the self-limitation for all classes with the exception of the Infant classroom with a self-limitation of twelve (12), the Toddler classroom with a self-limitation of sixteen (16) and the Two Year-Old classrooms with a self-limitation of twenty (20). The Gym is a special use room and the Cafeteria is not licensed. Center requested to license all playgrounds on this date, playgrounds were previously measured.

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

**Met**

**Comment**

On this date, no hazards observed accessible to children.

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

**Met**

**Technical Assistance**

591-1-1-.26(6) - The center will paint or spray paint the poles on the play equipment located on the Preschool/ School-Age playground on the right to remove the visible rust as it hazardous to children while playing. The center will also sand down the wood on the shaded area located on the Infant/Toddler playground to prevent children splintering their hands while playing. The center will paint once the wood has been sanded down.

**Correction Deadline: 7/1/2021**

**Technical Assistance**

591-1-1-.26(8) - The center will ensure the ground on all playgrounds are fully flushed with the sidewalks. The center will also ensure resilient surfacing is added around the PVC pipes surrounding the play equipment on the Infant/ Toddler playground.

**Correction Deadline: 7/1/2021**

**Technical Assistance**

591-1-1-.26(9) - The center will remove the anchor nail hammered in the ground, protruding up by the sidewalk located on the Preschool/ School-Age playground in the middle.

**Correction Deadline: 6/21/2021**

**Health and Hygiene**

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

On this date, the staff stated proper knowledge of diapering procedures. Sinks with warm running water observed adjacent to proper diapering surfaces in all classrooms approved for diapering.

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

On this date, proper hand washing was observed throughout the center.

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

On this date, the consultant observed Department - approved medication authorization forms that the Center will use as required. The Provider currently does not dispense/administer medication.

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<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures****Technical Assistance****Technical Assistance**

591-1-1-.21(3) - The program will ensure that drills for fire, tornado and other emergency situations are conducted. The fire drills are required to be conducted monthly and tornado and other emergency situations drills are required to be conducted every six (6) months. The program will ensure they maintain and update their documentation.

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<b>Safety</b>
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**591-1-1-.05 Animals****Met****Comment**

On this date, the 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)****Met****Comment**

The Center Director and Owner stated that the Center will not provide Field Trips at this time. Consultant discussed with Center Director and Owner, all requirements needed in order to conduct field trips with children. Consultant also stated to Center Director and Owner that prior to conducting Field Trips, the Center is required to complete and maintain documentation of current CPR and First - Aid Training, as well as two (2) clock hours of Transportation Training, regarding the Center Director and all Center Staff participating in any aspect of Transportation, and ensure all Transportation/Field Trip checklists/forms and vehicle requirements are met. Further, Consultant stated to Center Director and Owner, that prior to conducting Field Trips, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review all Field Trip requirements.

**Comment**

The Center Director and Owner stated that the Center will not provide routine Transportation and Field Trips at this time. Consultant discussed with Center Director and Owner, all requirements needed in order to transport and conduct field trips with children. Consultant also stated to Center Director and Owner that prior to providing Transportation and/or Field Trips, the Center is required to complete and maintain documentation of current CPR and First - Aid Training, as well as two (2) clock hours of Transportation Training, regarding the Center Director and all Center Staff participating in any aspect of Transportation, and ensure all Transportation/Field Trip checklists/forms and vehicle requirements are met. Further, Consultant stated to Center Director and Owner, that prior to providing Transportation and/or Field Trips, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review all Transportation and Field Trip requirements.

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**Sleeping & Resting Equipment**

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

The consultant observed eight (8) of eight (8) cribs in Classroom A with the manufacturing dates March 2014, January 2016, June 2014 and September 2014, used for sleeping and resting, to meet Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials International (ASTM) safety standards. Classroom A is licensed to use cribs that meet the Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials International (ASTM) safety standards for younger infants and infants to one year old children with disabilities. The center will use cots or mats for walking one (1) year old children. The consultant also discussed all Infant Safe Sleeping and Resting requirements with Center Director. Further, the Consultant observed a pleasant nap time environment, and discussed cot and mat disinfecting requirements with Center Director and Owner on this date.

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**Staff Records**

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**Records Reviewed: 7****Records with Missing/Incomplete Components: 0**

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Staff # 1	Met
Date of Hire: 08/30/2020	
Staff # 2	Met
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Date of Hire: 02/03/2020	
Staff # 7	Met
Date of Hire: 11/14/2020	

**Staff Credentials Reviewed: 2**

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

**Comment**

Seven (7) of seven (7) staff Criminal record checks were observed to be complete on this date.

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

**Comment**

Seven (7) of seven (7) staff Criminal record checks were observed to be complete on this date.

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**591-1-1-.14 First Aid & CPR** **Technical Assistance**

**Technical Assistance**

591-1-1-.14 - Center staff will routinely check, ensure all required items are included in the First aid Kit for the center and replace any expired items.

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**591-1-1-.24 Personnel Records** **Technical Assistance**

**Technical Assistance**

591-1-1-.24(1) - The program will ensure all staff files are updated with the required information.

**Correction Deadline: 6/26/2021**

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**591-1-1-.33 Staff Training** **Technical Assistance**

**Technical Assistance**

591-1-1-.33(6) - The Center will develop and implement procedures to review staff records for documentation of training and orientation, to obtain and place missing documentation in staff records, and to file such documents in staff records on an ongoing basis and shall be available to the Department for inspection.

**Correction Deadline: 7/1/2021**

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

**Comment**

Staff observed to be compliant with applicable laws and regulations on this date.

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

**Comment**

On this date, the center was observed to maintain appropriate staff:child ratios.

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

**Comment**

A supervision plan was created on this date, due to areas not within direct line of sight, in the rear-left areas of Middle-Preschool/School-Age playground. Center Staff will position themselves in an area of the playground that allows complete viewing of all children and will also ensure that all children on the playground are properly supervised at all times.