



**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:** 6/23/2022    **VisitType:** Complaint Investigation Follow Up    **Arrival:** 9:40 AM    **Departure:** 2:50 PM

**CCLC-52324**

**Suwanee Prep Academy Braselton**

59 Charlie Smith Road Braselton, GA 30517 Jackson County  
 (706) 684-0063 braselton@suwaneeprepacademy.net

**Regional Consultant**

Lynn Schnitzer

Phone: (678) 717-5720

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lynn.schnitzer@decal.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
06/23/2022	Complaint Investigation Follow Up	Good Standing
06/10/2022	Licensing Study	Good Standing
12/15/2021	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	Room A	Infants and One Year Olds	1	5	C	7	C	NA	NA	Floor Play
Main	Room B	One Year Olds	2	11	C	16	C	NA	NA	Music
Main	Room C	One Year Olds and Two Year Olds	2	8	C	15	C	NA	NA	Outside
Main	Room D	Two Year Olds and Three Year Olds	3	14	C	20	C	NA	NA	Snack
Main	Room E	One Year Olds	1	2	C	12	C	NA	NA	Floor Play
Main	Room F	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	3	35	NC	26	NC	NA	NA	Transitioning, Outside
Total Capacity @35 sq. ft.: 96						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 75			Total Capacity @35 sq. ft.: 96			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	14	C
Main	Playground B	164	C

**Comments**

The purpose of today's visit was to conduct a follow-up visit and to follow-up on the previous visit conducted on June 10, 2022.

Plan of Improvement: Developed This Date 06/23/2022

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)

Brandi Stembridge, Program Official

Date

Lynn Schnitzer, Consultant

Date



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**Findings Report**

**Date:** 6/23/2022 **VisitType:** Complaint Investigation  
Follow Up **Arrival:** 9:40 AM **Departure:** 2:50 PM

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The following information is associated with a Complaint Investigation Follow Up:

**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**

**Correction Deadline: 6/10/2022**

**Corrected on 6/23/2022**

**.08(1)(b) - The previous citation was observed to be corrected. Consultant observed five of five children's files to contain written authorization for the center to obtain emergency medical care for the child when the parent is not available.**

**Facility**

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

**Not Met**

**Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation that center staff exceeded the licensed capacity of classroom F when the center staff were observed to care for 35 three-year-old to school-age children when the classroom was licensed for 26 children.

**POI (Plan of Improvement)**

The Center will limit the number of children in this space to the licensed capacity.

**Correction Deadline: 6/23/2022**

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**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 observation that the gate surrounding the Toddler playground contained a gap measuring approximately three and a half inches, creating a potential entrapment hazard.

**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: 7/15/2022**

**Recited on 6/23/2022**

**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 observation that the fall zone of the climbing equipment located on playground B contained approximately four-inches of resilient surface when six-inches of resilient surface was required.

**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: 7/3/2022**

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<b>Food Service</b>
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**591-1-1-.18 Kitchen Operations**

**Met**

**Correction Deadline: 6/10/2022**

**Corrected on 6/23/2022**

**.18(5) - The previous citation was observed to be corrected. The consultant observed classroom A's refrigerator temperature to be 33 degrees Fahrenheit.**

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<b>Organization</b>
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**Finding**

591-1-1-.16(f) requires the Center to submit an application for an amended License at least 30 days prior to a change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined based on review of records that the center did not submit an amendment via DECAL KOALA to request that classroom F be divided into two separate classrooms.

**POI (Plan of Improvement)**

An application for amendment and all necessary documentation will be submitted.

**Correction Deadline: 7/8/2022****Recited on 6/23/2022**

<b>Staff Records</b>
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**591-1-1-.14 First Aid & CPR****Defer****Defer**

591-1-1-.14(2)-This citation was deferred due to the center being given a correction deadline of July 10, 2022.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 7/10/2022****Defer**

This citation was deferred due to the center being given a correction deadline of July 10, 2022.

**POI (Plan of Improvement)**

Center Staff will provide any missing first aid kits, add any missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

**Correction Deadline: 6/20/2022**

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**591-1-1-.33 Staff Training****Defer****Defer**

591-1-1-.33(3)-This citation was deferred due to the center being given a correction deadline of July 10, 2022.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

**Correction Deadline: 7/10/2022**

**Finding**

591-1-1-.31(2)(b)3.(i) requires that newly hired teachers who do not possess the educational and qualifying child care experience requirements must enroll in a program of study to obtain one of the educational credentials and qualifying experience requirements as required by these rules within six months after employment at the Center and complete the credential or degree within 18 months after enrollment. It was determined based on review of records that staff #3, date of hire August 10, 2021, did not have evidence of a professional learning plan on file.

**POI (Plan of Improvement)**

The Center will ensure that all teachers will comply with the educational and qualifying child care experience requirements.

**Correction Deadline: 7/15/2022**

**Recited on 6/23/2022**