



**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: 4/21/2021 **VisitType:** Licensing Study

Arrival: 10:00 AM

Departure: 11:00 AM

CCLC-52495

Sunrise Learning Academy

602 Rockbridge Rd. Lilburn, GA 30047 Gwinnett County
(770) 925-3115 sunriselearning123@gmail.com

Regional Consultant

Leena Mitchell

Phone: (706) 433-7111

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leena.mitchell@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation			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.
04/21/2021	Licensing Study	Good Standing	
11/24/2020	Complaint Investigation by Phone	Good Standing	
11/16/2020	Monitoring Visit	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- Pre-K	PreK	1	3	C	36	C	NA	NA	Circle Time
Main	B- Pre-K	PreK	2	21	C	37	C	NA	NA	Circle Time
Main	C- 5-12 yrs		0	0	C	38	C	NA	NA	Not In Use
Main	D- 6 weeks - 12 mths		0	0	C	9	C	NA	NA	Not In Use
Main	E- 1's & 2's yrs	One Year Olds and Two Year Olds	1	6	C	14	C	NA	NA	Outside
Main	F- 3 -4yrs	Three Year Olds	1	12	C	38	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 100						Total Capacity @25 sq. ft.: 0	Building @35 capacity limited by Heath Department Limitations			
Total # Children this Date: 42			Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A- 3-12 yrs	82	C
Main	Playground B- 3-12 yrs	87	C
Main	Playground C- 6wk-2 yr	63	C

Comments

An Administrative Review was conducted on April 16, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on April 21, 2021 with the director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on March 31, 2021 was reviewed during the virtual inspection.

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



Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

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

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.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.

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)

ONYII OKORONTA, Program Official

Date

Leena Mitchell, Consultant

Date



Bright from the Start Georgia Department of Early Care and Learning
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Findings Report

Date: 4/21/2021 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 11:00 AM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined was determined based on observation that classrooms E and F did not have a current lesson plan available or posted.

POI (Plan of Improvement)

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

Correction Deadline: 4/21/2021

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

A variety of equipment and toys were observed throughout the center.

Comment

Equipment and furniture observed to be properly secured, as applicable.

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: 0

Child # 1

Met

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

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

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

Met

Comment

Parent agreements observed obtained/completed.

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

Comment

Center appears clean and well maintained.

Comment

No hazards observed accessible to children on this date.

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

Not Met

Comment

Playground observed to be clean and in good repair. Consultant discussed monitoring the playground and fence surrounding the playground area for normal wear and tear (i.e. exposed roots, active ant beds, resilient surface levels, entrapment hazards, etc.) with the director on this date.

Finding

591-1-1-.26(4)-

POI (Plan of Improvement)

The Center will treat the rust and cover it with a sealant and cut the bolts down to two(2) threads.

Correction Deadline: 4/21/2021

Recited on 4/21/2021

Correction Deadline: 4/24/2020

Corrected on 4/21/2021

.26(6) - The consultant observed the previous citation to be corrected in that the consultant observed the playground equipment did not have peeling paint accessible to the children.

Correction Deadline: 4/21/2021

Corrected on 4/21/2021

.26(8) - The consultant observed the previous citation to be corrected in that the consultant observed the swing set to be removed from the playground.

Food Service

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

Met

Comment

Consultant discussed with the provider about adding whole grain options to the menu to meet current USDA requirements. Consultant also discussed new rules and regulations effective on October 1, 2020.

Comment

591-1-1-.15(2) - Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of one (1) years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

Correction Deadline: 4/21/2021

Comment

591-1-1-.15(7) -) Discussed new revision as of October 1, 2020, which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

Correction Deadline: 4/21/2021

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

Staff stated proper knowledge of hand washing and hygiene procedures for staff and children during virtual visit.

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

Met

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.22 Parental Access

Met

Comment

591-1-1-.22 - Parental access requirements are met per current COVID-19 guidelines.

Correction Deadline: 4/21/2021

591-1-1-.27 Posted Notices

Technical Assistance

Technical Assistance

591-1-1-.27 - Please make sure that all required signs are posted and up to date.

591-1-1-.29 Required Reporting

Met

Comment

Discussed reporting requirements.

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

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

Met

Comment

Staff were observed to maintain a positive learning environment on this date. Staff stated proper discipline procedures during the virtual visit.

591-1-1-.13 Field Trips(CR)

Met

Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)

Not Met

Comment

The consultant observed the following vehicles to have a current vehicle inspection report on file:
- Vehicle Tag # - RWB 8677 - Expires November 23, 2021.

Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on review of records that staff member # 1, hired on April 25, 2008 and staff member #8, hired on January 1, 2020 did not have evidence of two (2) clock hours of transportation training.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 5/1/2021

Finding

591-1-1-.36(7)(c) 3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on review of records that the center did not handwrite the time of arrival and departure times during the week of April 12, 2021 to Camp Creek Elementary and Mountain Park Elementary.

POI (Plan of Improvement)

The Center will ensure that each time of arrival and departure is documented by the driver or designated person with training, review and monitoring.

Correction Deadline: 4/22/2021

Sleeping & Resting Equipment

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

Met

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: 9

Records with Missing/Incomplete Components: 7

Staff # 1 Not Met

Date of Hire: 04/25/2008

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 2 Not Met

Date of Hire: 03/23/2021

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

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 3 Not Met

Date of Hire: 09/23/2019

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.33(4)-Food Prep Training Missing 4 hrs.,.33(5)-10 Hrs. Annual Training

Staff # 4 Not Met

Date of Hire: 08/01/2020

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 5 Met

Date of Hire: 08/01/2017

Staff # 6 Not Met

Date of Hire: 10/06/2020

"Missing/Incomplete Components"

.14(2)-CPR missing

Staff # 7 Met

Date of Hire: 01/26/2009

Staff # 8

Not Met

Date of Hire: 01/01/2020

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.36(3)(a-b)-2 hrs. Transportation Training missing,.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 11/18/2019

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff Credentials Reviewed: 6**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

The director provided two files for staff members hired since the previous visit was conducted on November 16, 2020. The consultant observed two of two newly hired staff members to have evidence of a satisfactory criminal record check letter on file.

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

Criminal records checks were observed to be complete.

591-1-1-.14 First Aid & CPR**Not Met****Finding**

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on a review of records that staff member #6, hired on October 6, 2020 and staff member #8, hired on January 1, 2020 had documentation on file of current training in CPR training which did not include information to confirm that the training was obtained from an approved source.

POI (Plan of Improvement)

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 5/21/2021**591-1-1-.33 Staff Training****Not Met**

Finding

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on review of records that the following staff members had not completed health and safety orientation training within their first 90 days of employment:

Staff member # 3 with a documented date of hire of September 23, 2019.

Staff member #4 with a documented date of hire of August 1, 2020.

Staff member #6 with a documented date of hire of October 6, 2020.

Staff member #9 with a documented date of hire of November 18, 2019.

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: 5/21/2021**Finding**

591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on review of records that staff member #3, hired on September 23, 2019 did not have evidence of four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage.

POI (Plan of Improvement)

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 5/21/2021**Finding**

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on review of records that staff member #3, hired on September 23, 2019 and staff member #8, hired on January 1, 2020 did not complete the required 10 hours of annual training for the year of 2020.

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: 5/21/2021

Technical Assistance

591-1-1-.31 - Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Comment

Staff observed to be compliant with applicable laws and regulations. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on March 31, 2021.

Staffing and Supervision

Comment

Center observed to maintain appropriate staff:child ratios.

Comment

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

Comment

591-1-1-.32(7) - Discussed new revision as of October 1, 2020, which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.

Correction Deadline: 4/21/2021