



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: 12/15/2022 **VisitType:** Licensing Study

Arrival: 1:45 PM

Departure: 5:15 PM

CCLC-117

Phoenix School

415 E. Lake Dr. Decatur, GA 30030 DeKalb County
 (404) 687-9010 Director@thephoenixschool.com

Regional Consultant

Jessica Johnson

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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.
12/15/2022	Licensing Study	Good Standing	
10/14/2022	Incident Investigation Closure	Good Standing	
08/31/2022	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
Main	A- front	Infants	3	8	C	8	C	NA	NA	Floor Play, Nap, Feeding
Main	B - 2nd right	Three Year Olds and Four Year Olds	2	11	C	16	C	NA	NA	Nap
Main	C - 3rd right	Two Year Olds and Three Year Olds	2	12	C	13	C	NA	NA	Nap
Main	D - 4th right	One Year Olds and Two Year Olds	2	10	C	11	C	NA	NA	Nap
Main	E - Pre-K	PreK	1	15	C	18	C	NA	NA	Nap, Transitioning
Total Capacity @35 sq. ft.: 66			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 56			Total Capacity @35 sq. ft.: 66							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	31	C
Main	B	26	C

Comments

An on-site inspection was conducted on December 15, 2022 with the Director Bobbie Dent. Staff files, children's files, training, and background checks were all reviewed.

Plan of Improvement: Developed This Date 12/15/2022

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/RuleAndRegulations.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 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 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)

Bobbie Dent, Program Official

Date

Jessica Johnson, Consultant

Date



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Findings Report

Date: 12/15/2022 VisitType: Licensing Study

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The following information is associated with a Licensing Study:

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)

Met

Comment

Swimming rules discussed.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 1 Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Number Missing

Child # 2 Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Number Missing

Child # 3 Met

Child # 4 Met

Child # 5 Met

591-1-1-.08 Children's Records**Met****Technical Assistance**

591-1-1-.08(1) - Consultant discussed with the Director maintaining a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the work telephone numbers.

Correction Deadline: 12/15/2022

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**

No hazards observed accessible to children on this date.

Correction Deadline: 8/31/2022**Corrected on 12/15/2022**

.25(12) - Citation corrected. Purifier removed from both classrooms.

591-1-1-.26 Playgrounds(CR)**Met****Correction Deadline: 8/31/2022****Corrected on 12/15/2022**

.26(6) - Citation corrected. Consultant observed a new play structure. The wooden play structure was removed. The red riding play structure was repaired.

Correction Deadline: 8/31/2022**Corrected on 12/15/2022**

.26(9) - Citation corrected. Tree roots were observed painted yellow.

Food Service

591-1-1-.18 Kitchen Operations**Not Met****Finding**

591-1-1-.18(5) requires the refrigeration of all perishable and potentially hazardous foods at 40 degrees Fahrenheit or below and served promptly after cooking. Freezer temperature shall be maintained at zero (0) degrees Fahrenheit or below. It was determined based on observation that the temperature of the refrigerator in classroom C- 3rd right was at 49 degrees Fahrenheit. It was determined based on observation that the temperature of the refrigerator in classroom D- 4th right was at 50 degrees Fahrenheit.

POI (Plan of Improvement)

The Center will refrigerate foods as required, will train Staff on proper refrigerator and freezer temperature settings and monitor the settings. Food will be served promptly after cooking.

Correction Deadline: 12/16/2022

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**Not Met****Finding**

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on observation that the diaper changing pad in classroom A front had a tear on the right side corner and on the right side.

POI (Plan of Improvement)

The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

Correction Deadline: 12/15/2022

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

Proper hand washing of children and staff was discussed with the director on this date.

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

The Provider currently does not dispense/administer medication.

Safety

591-1-1-.05 Animals**Technical Assistance****Technical Assistance**

591-1-1-.05(2) - Consultant discussed with the Director keeping the animal aquarium in classroom E- Pre-k clean.

Correction Deadline: 12/15/2022

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

Staff were observed to maintain a positive learning environment on this date.

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)**Met****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Staff Records**Records Reviewed: 20****Records with Missing/Incomplete Components: 1**

Staff # 1

Met

Staff # 2 Date of Hire: 09/02/2003	Met
Staff # 3 Date of Hire: 08/01/2013	Met
Staff # 4 Date of Hire: 08/06/2021	Met
Staff # 5 Date of Hire: 08/06/2021	Met
Staff # 6 Date of Hire: 10/02/2007	Met
Staff # 7 Date of Hire: 07/07/2021	Met
Staff # 8 Date of Hire: 10/03/2003	Met
Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Staff # 12 Date of Hire: 10/03/2016	Met
Staff # 13	Met
Staff # 14	Met
Staff # 15 Date of Hire: 11/01/2017	Met
Staff # 16 Date of Hire: 11/01/2021	Met
Staff # 17	Met
Staff # 18 Date of Hire: 04/02/2001	Met
Staff # 19	Not Met

Records Reviewed: 20

Records with Missing/Incomplete Components: 1

Date of Hire: 05/18/2021

"Missing/Incomplete Components"

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

Staff # 20

Met

Date of Hire: 12/13/2017

Staff Credentials Reviewed: 11

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

Met

Comment

Criminal record checks were observed to be complete.

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

Not Met

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on review of records that staff # 19 did not have the lead caregiver requirement as of this date.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 12/15/2022

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

Adequate supervision observed on this date.