



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: 5/12/2022 **VisitType:** Monitoring Visit

Arrival: 9:00 AM

Departure: 10:40 AM

CCLC-117

Phoenix School

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

Mailing Address
 Same

Regional Consultant

LaTanya Barber-Swift

Phone: (470) 346-1054

Fax: (678) 302-3041

latanya.barber-swift@decal.ga.gov

Joint with: Kajora McCoy

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.
03/02/2022	Incident Investigation by Phone	Good Standing	
10/25/2021	Licensing Study	Good Standing	
09/13/2021	Incident Investigation by Phone	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		0	0	C	8	C	NA	NA	Not In Use
Main	B - 2nd right	Three Year Olds and Four Year Olds	2	14	C	16	C	NA	NA	Centers, Free Play
Main	C - 3rd right	Three Year Olds	2	10	C	13	C	NA	NA	Circle Time
Main	D - 4th right	One Year Olds and Two Year Olds	2	9	C	11	C	NA	NA	Outside
Main	E - Pre-K	GA PreK	2	18	C	18	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 66			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 51			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 in-person visit was conducted on May 12, 2022.

Plan of Improvement: Developed This Date 05/12/2022

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 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

LaTanya Barber-Swift, Consultant

Date

Kajora McCoy, Consultant

Date



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Findings Report

Date: 5/12/2022 **VisitType:** Monitoring Visit

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Departure: 10:40 AM

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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.

Children's Records

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

Not Met

Finding

591-1-1-.08(1) requires the Center Staff to maintain 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 following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of children's files that the following documents were missing:

-4 of 5 Doctor's Information

-4 of 5 Work Address

-4 of 5 Release Person Information

-3 of 5 Known Allergies

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 11/9/2021

	Facility
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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)**Not Met****Finding**

591-1-1-.25(12) requires heating and cooling equipment to be protected to prevent children from touching it. Fans, space heaters, etc. shall be positioned or installed so as to be inaccessible to the children. It was determined based on observation that there was an air purifier located on a shelf in Room B-2nd right, which could pose a hazard to the children. It was further determined based on observation there was an air purifier in Room C-3rd right accessible to the children.

POI (Plan of Improvement)

The Center will re-position or re-install equipment, as needed, and will make all such equipment inaccessible to children.

Correction Deadline: 5/12/2022

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that the following potential hazards existed in:

*Room B-2nd right-There were plastics bags and plastic storage bags located in the children's cubbies accessible to children. There were exposed exposed wires located above the air purifier accessible to the children.

*Room C-3rd right- There were baby wipes, cleaning supplies and materials, plastics bags, and plastic storage bags located in the children's cubbies and backpacks accessible to children. There was a blue cabinet located above the children's cubbies that contained sunscreen and had mildew accessible to the children.

*Room D-4th right-There was a drawer with a broken safety latch that contained a stapler accessible to children. There were baby wipes and cleaning supplies located on the shelf next to the diapering station accessible to children. There was an unlocked storage closet that contained a broom, vacuum cleaner, and teacher's bag accessible to children. There were exposed exposed wires located under the heating and air conditioner unit accessible to the children.

*Room E-GA Pre-K- There were cleaning supplies, baby wipes, and push pins holding artwork accessible to children.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 5/12/2022

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that the large brown wooden play structure located on playground B had exposed screws, splintered wood, and chipping paint, which could pose a hazard to the children. It was further determined based on observation that the round red riding play structure located on playground B had chipping paint, which could pose a hazard to the children.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 5/22/2022

Technical Assistance

591-1-1-.26(9) - The Consultant discussed with the Director to ensure that the weeds located on the back left area on playground B were cut before they were overgrown.

Correction Deadline: 5/12/2022

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that there were exposed tree roots located on the back right area of playground B, which could pose a hazard to the children.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 5/12/2022

Food Service**591-1-1-.15 Food Service & Nutrition****Met****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 1 year old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year 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: 5/12/2022

Comment

591-1-1-.15(7) - Discussed new revision to restricted food rule which states: Food shall be served according to manufacturer's instructions and recommendations. 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. Food shall not be accessible or served to children until it has been chopped, diced, cut or mashed and is appropriate for each child's age and individual eating, chewing and swallowing ability.

Correction Deadline: 5/12/2022

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

Please ensure soiled items are stored inaccessible to children.

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

Met

Comment

Documentation for medication dispensing observed complete.

Safety

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

Met

Comment

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

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

N/A

Comment

Center does not provide routine transportation.

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: 16

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Staff # 2	Met
Date of Hire: 09/02/2003	
Staff # 3	Met
Date of Hire: 08/01/2013	
Staff # 4	Met
Date of Hire: 08/06/2021	
Staff # 5	Met
Date of Hire: 08/06/2021	
Staff # 6	Met

Records Reviewed: 16**Records with Missing/Incomplete Components: 0**

Date of Hire: 10/02/2007

Staff # 7

Met

Date of Hire: 07/07/2021

Staff # 8

Met

Date of Hire: 10/03/2003

Staff # 9

Met

Staff # 10

Met

Date of Hire: 10/03/2016

Staff # 11

Met

Date of Hire: 11/01/2017

Staff # 12

Met

Date of Hire: 11/01/2021

Staff # 13

Met

Staff # 14

Met

Date of Hire: 04/02/2001

Staff # 15

Met

Date of Hire: 05/18/2021

Staff # 16

Met

Date of Hire: 12/13/2017

Staff Credentials Reviewed: 9**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

591-1-1-.33 Staff Training**Met****Correction Deadline: 12/21/2021****Corrected on 5/12/2022****.33(5) - The previous citation was corrected on this date. The staff obtained the annual ten (10) clock hours.****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**

Adequate supervision observed on this date.