

<b>Center Name:</b> Covenant School		<b>Address:</b> 1601 Barbara Loop SE Rio Rancho, NM 87124			<b>Phone:</b> (505)994-4600		
<b>License Number:</b> 94647	<b>Issue Date:</b> 08/6/2017	<b>Expiration Date:</b> 08/5/2018	<b>Type:</b> 5 Star FOCUS Child Care Center		<b>Status:</b> Licensed		
<b>Capacity</b>					<b>Census</b>		
Over Age 2:	136	Under Age 2:	62	Night Care:	0	Playground:	68
		Over 2:	105	Under 2:	37		
<b>Days and Hours of Operation</b>							
	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Opening Times:	06:00 AM	06:00 AM	06:00 AM	06:00 AM	06:00 AM	Closed	Closed
Closing Times:	06:00 PM	06:00 PM	06:00 PM	06:00 PM	06:00 PM		
<b># of Classrooms:</b> 10	<b>Purpose:</b> Semi-Annual		<b>Date:</b> 01/23/2018		<b>Time:</b> 10:15 AM		
<b>Comments</b>							

A SURVEY OF YOUR FACILITY HAS BEEN MADE AND YOU ARE NOTIFIED OF NON-COMPLIANCE OF THE REGULATIONS AS NOTED BELOW:

Licensure	
8.16.2.11 A TYPES OF LICENSES	Not Inspected
8.16.2.11 B RENEWAL OF LICENSE	Not Inspected
8.16.2.11 D NON-TRANSFERABLE RESTRICTIONS OF LICENSE	Not Inspected
8.16.2.12 A, K, M LICENSING ACTIONS AND ADMINISTRATIVE APPEALS	Not Inspected
8.16.2.17 E, F SURVEYS FOR CHILD CARE FACILITIES	Compliance
8.16.2.18 D COMPLAINTS	Not Inspected
8.16.2.21 A LICENSING REQUIREMENTS	Compliance
8.16.2.21 B CAPACITY OF CENTERS <u>Deficiencies</u> The center failed to post classroom capacities, and ratios and <u>group sizes</u> in an area of the room that is easily visible to parents, staff and visitors. Group size needs to be posted in classrooms.  <b>Regulation:</b> 8.16.2.21B(3)(c)  <u>Corrective Action Plan</u> The center will post the capacity in an area of the room that is easily visible to parents, staff and visitors.  <b>Date to be Completed:</b> 02/23/2018	Non-compliance
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS	Not Inspected
Administrative Requirements	
8.16.2.22 A ADMINISTRATION RECORDS	Compliance
8.16.2.22 B MISSION, PHILOSOPHY AND CURRICULUM STATEMENT	Not Inspected
8.16.2.22 C POLICY AND PROCEDURES	Compliance
8.16.2.22 D FAMILY HANDBOOK	Not Inspected

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<b>Administrative Requirements</b>		
8.16.2.22 E CHILDREN'S RECORDS		Compliance
8.16.2.22 F PERSONNEL RECORDS		Compliance
8.16.2.22 G PERSONNEL HANDBOOK		Compliance
<b>Personnel &amp; Staffing</b>		
8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS		Compliance
8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING <b>Deficiencies</b> From the review of staff records, it was determined that 1 out of 20 staff working more than 20 hours a week, has/have no documentation of at least 24 hours of qualified annual training, See Staff Records 8.16.2.22 form for staff with missing documentation of training. One full-time educator obtained 17 hours of training. <b>Regulation:</b> 8.16.2.23B(2)(d) <b>Corrective Action Plan</b> Annual training will be completed as required and documentation retained on file. <b>Date to be Completed:</b> 02/23/2018		Non-compliance
8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES		Compliance
<b>Services &amp; Care of Children</b>		
8.16.2.24 A GUIDANCE		Compliance
8.16.2.24 B NAPS OR REST PERIOD		Compliance
8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS		Compliance
8.16.2.24 D DIAPERING AND TOILETING		Compliance
8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS		Compliance
8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE		N/A
8.16.2.24 G PHYSICAL ENVIRONMENT		Not Inspected
8.16.2.24 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT		Compliance
8.16.2.24 I EQUIPMENT AND PROGRAM		Not Inspected
8.16.2.24 J OUTDOOR PLAY AREAS		Compliance
8.16.2.24 K SWIMMING, WADING AND WATER		Not Inspected
8.16.2.24 L FIELD TRIPS		Not Inspected
<b>Food Service</b>		
8.16.2.25 B MEALS AND SNACKS		Compliance
8.16.2.25 C MENUS		Compliance
8.16.2.25 D KITCHENS		Non-compliance

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<b>Food Service</b>		
<b>Deficiencies</b>		
The bottles of infant formula or breast milk brought from home for children in the Toddler - (12 - 24 mo.) Broom(s) are not labeled. (Sippy cup)		
Regulation: 8.16.2.25D(5)		
<b>Corrective Action Plan</b>		
A staff will be assigned responsibility for ensuring all foods and bottles brought from the child's home are labeled and , if necessary, refrigerated.		
Date to be Completed: 02/23/2018		
<b>8.16.2.25 E MEAL TIMES</b>		Compliance
<b>Health &amp; Safety Requirements</b>		
<b>8.16.2.26 A HYGIENE</b>		Compliance
<b>8.16.2.26 B FIRST AID REQUIREMENTS</b>		Not Inspected
<b>8.16.2.26 C MEDICATION</b>		Not Inspected
<b>8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS</b>		Compliance
<b>8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS</b>		Not Inspected
<b>Buildings, Grounds &amp; Safety</b>		
<b>8.16.2.29 A HOUSEKEEPING</b>		Compliance
<b>8.16.2.29 B PEST CONTROL</b>		Compliance
<b>8.16.2.29 C MECHANICAL SYSTEMS</b>		Compliance
<b>8.16.2.29 D WATER AND WASTE</b>		Compliance
<b>8.16.2.29 E LIGHTING, LIGHTING FIXTURES AND ELECTRICAL</b>		Compliance
<b>8.16.2.29 F EXITS AND WINDOWS</b>		Compliance
<b>8.16.2.29 G TOILET AND BATHING FACILITIES</b>		Compliance
<b>8.16.2.29 H SAFETY COMPLIANCE</b>		Compliance
<b>8.16.2.29 I SMOKING, FIREARMS, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS AND CONTROLLED SUBSTANCES</b>		Compliance
<b>8.16.2.29 J PETS</b>		N/A

Please note: Per CYFD regulation NMAC 8.16.2, failure to comply with the corrective action plans as noted above, may result in further action taken against the licensee.



01/23/2018



01/23/2018

Surveyor: Kia Kennedy

Date

Facility Rep: Hannah Force

Date