



**Facility**

**Name:** *Learning Tree Academy* **License Number:** *150658*  
**Address:** *3615 Candelaria Rd. NE, Albuquerque, NM 87110*  
**Phone:** *5058881668* **Fax:** *N/A* **E-mail:** *abcpreschool3615@gmail.com*

**License Information**

**Type:** *5 Star FOCUS Child Care Center* **Status:** *Licensed* **Issue Date:** *04/01/2018* **Expiration Date:** *12/30/2018*

**Capacity**

**Over Age 2:** *73* **Under Age 2:** *23* **Night Care:** *0* **Playground:** *35*  
**Square Footage:** *0*

**Census**

**Over 2:** *53* **Under 2:** *00*

**Classrooms**

**Number of Classrooms:** *7*

**Days and Hours of Operation**

<b>Monday</b> <i>6:30 AM - 6:30 PM</i>	<b>Tuesday</b> <i>6:30 AM - 6:30 PM</i>	<b>Wednesday</b> <i>6:30 AM - 6:30 PM</i>	<b>Thursday</b> <i>6:30 AM - 6:30 PM</i>	<b>Friday</b> <i>6:30 PM - 6:30 PM</i>
<b>Saturday</b> <i>Closed</i>	<b>Sunday</b> <i>Closed</i>			

**Inspection**

**Date:** *06/26/2018* **Time In:** *2:40 PM* **Time Out:** *3:15 PM* **Purpose:** *Semi-Annual*

**Licensure**

8.16.2.11 A Types of Licenses	<i>Not Inspected</i>
8.16.2.11 B Renewal of License	<i>Not Inspected</i>
8.16.2.11 D Non-transferable Restrictions of License	<i>Not Inspected</i>
8.16.2.12 A, K, M Licensing Actions and Administrative Appeals	<i>Not Inspected</i>
8.16.2.17 E, F Surveys for Child Care Facilities	<i>Not Inspected</i>
8.16.2.18 D Complaints	<i>Not Inspected</i>
8.16.2.21 A Licensing Requirements	<i>Not Inspected</i>
8.16.2.21 B Capacity of Centers	<i>Compliance</i>

**Administrative Requirements (continued)**

8.16.2.21 C Incident Reporting Requirements *Not Inspected*

**Administrative Requirements**

8.16.2.22 A Administrative Records *Compliance*

8.16.2.22 B Mission, Philosophy and Curriculum Statement *Not Inspected*

8.16.2.22 C Policy and Procedures *Not Inspected*

8.16.2.22 D Family Handbook *Not Inspected*

8.16.2.22 E Children's Records *Not Inspected*

8.16.2.22 F Personnel Records **Non-compliance**

*From the review of staff records, it was determined that 1 out of 6 staff records does/do not include a background check. See Staff Records 8.16.2.22 form for staff with this missing information.*

*Corrective Action Plan*

*The center will obtain documentation of a background check.*

Regulation: 8.16.2.22.F.1.e.

Date to be Completed: 06/26/2018

8.16.2.22 G Personnel Handbook *Not Inspected*

**Personnel & Staffing**

8.16.2.23 A Personnel and Staffing Requirements *Compliance*

8.16.2.23 B Staff Qualifications and Training *Not Inspected*

8.16.2.23 C Staff/Child Ratios and Group Sizes *Compliance*

**Services & Care of Children**

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 *N/A*

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 *Not Inspected*

8.16.2.24 I Equipment and Program *Not Inspected*

### Services & Care of Children (*continued*)

8.16.2.24 J Outdoor Play Areas	<i>Compliance</i>
8.16.2.24 K Swimming, Wadding and Water	<i>N/A</i>
8.16.2.24 L Field Trips	<i>N/A</i>

### Food Service

8.16.2.25 B Meals and Snacks	<i>Not Inspected</i>
8.16.2.25 C Menus	<i>Compliance</i>
8.16.2.25 D Kitchens	<i>Compliance</i>
8.16.2.25 E Meal Times	<i>Not Inspected</i>

### Health & Safety Requirements

8.16.2.26 A Hygiene	<i>Compliance</i>
8.16.2.26 B First Aid Requirements	<i>Not Inspected</i>
8.16.2.26 C Medication	<i>Not Inspected</i>
8.16.2.27 A-D Illness Requirements for Centers	<i>Not Inspected</i>
8.16.2.28 A-H Transportation Requirements for Centers	<i>Not Inspected</i>

### Buildings, Grounds & Safety

8.16.2.29 A Housekeeping	<b>Non-compliance</b>
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*The floors in the center are not clean as evidenced by carpet is unclean.*

*Corrective Action Plan*

*Cleaning will be completed and a schedule for routine cleaning will be established.*

Regulation: 8.16.2.29.A.1.

Date to be Completed: 07/26/2018

*The playground has a heavy accumulation of trash.*

*Corrective Action Plan*

*A routine will be established to assess all areas of the premises for cleanliness, safety and potential hazards.*

Regulation: 8.16.2.29.A.1.

Date to be Completed: 07/26/2018

8.16.2.29 B Pest Control	<i>Not Inspected</i>
8.16.2.29 C Mechanical Systems	<i>Compliance</i>

**Buildings, Grounds & Safety (continued)**8.16.2.29 D Water and Waste Compliance8.16.2.29 E Lighting, Lighting Fixtures and Electrical **Non-compliance***Light bulbs in the bathroom are not shatterproof or shielded.**Corrective Action Plan**Shielded or shatterproof bulbs will be used.*

Regulation: 8.16.2.29.E.1.

Date to be Completed: 07/26/2018

8.16.2.29 F Exits and Windows Compliance8.16.2.29 G Toilet and Bathing Facilities Compliance8.16.2.29 H Safety Compliance Compliance8.16.2.29 I Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances Not Inspected8.16.2.29 J Pets N/A**Additional Comments***None***Signatures**

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



Surveyor: Lucille Mizner



Facility Representative: Debra Howe