



**Facility**

Name: *Y D I Headstart - Espanola* License Number: *94587*  
 Address: *340 N.Railroad Ave., Espanola, NM 87532*  
 Phone: *5057471456* Fax: E-mail: *Tvoit@ydinm.org*

**License Information**

Type: *5 Star FOCUS Child Care Center* Status: *Licensed* Issue Date: *10/05/2017* Expiration Date: *10/04/2018*

**Capacity**

Over Age 2: *44* Under Age 2: *12* Night Care: *0* Playground: *56*  
 Square Footage: *0*

**Census**

Over 2: *28* Under 2: *0*

**Classrooms**

Number of Classrooms: *3*

**Days and Hours of Operation**

<b>Monday</b> <i>7:30 AM - 5:30 PM</i>	<b>Tuesday</b> <i>7:30 AM - 5:30 PM</i>	<b>Wednesday</b> <i>7:30 AM - 5:30 PM</i>	<b>Thursday</b> <i>7:30 AM - 5:30 PM</i>	<b>Friday</b> <i>7:30 AM - 5:30 PM</i>
<b>Saturday</b> <i>Closed</i>	<b>Sunday</b> <i>Closed</i>			

**Inspection**

Date: *08/23/2018* Time In: *1:21 PM* Time Out: *3:00 PM* Purpose: *Annual*

**Licensure**

8.16.2.11 A Types of Licenses	<i>Compliance</i>
8.16.2.11 B Renewal of License	<i>Compliance</i>
8.16.2.11 D Non-transferable Restrictions of License	<i>Compliance</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>Compliance</i>
8.16.2.18 D Complaints	<i>Not Inspected</i>
8.16.2.21 A Licensing Requirements	<i>Compliance</i>
8.16.2.21 B Capacity of Centers	<i>Compliance</i>

## Administrative Requirements (*continued*)

8.16.2.21 C Incident Reporting Requirements

Compliance

## Administrative Requirements

8.16.2.22 A Administrative Records

Compliance

8.16.2.22 B Mission, Philosophy and Curriculum Statement

Compliance

8.16.2.22 C Policy and Procedures

Compliance

8.16.2.22 D Family Handbook

Compliance

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

## Personnel & Staffing

8.16.2.23 A Personnel and Staffing Requirements

**Non-compliance**

*In the absence of the director, the center does not have a person named to be in charge. The person named in charge was not in leaving no one in charge.*

### *Corrective Action Plan*

*In the director's absence, a person will be assigned to be in charge and a notice to that affect will be posted. Corrected on cite.*

Regulation: 8.16.2.23.A.8.

Date to be Completed: 09/22/2018

8.16.2.23 B Staff Qualifications and Training

Compliance

8.16.2.23 C Staff/Child Ratios and Group Sizes

**Non-compliance**

*The center failed to post the capacity for each activity/interest area. 3 out of 3 classrooms failed to post the capacity for each activity/interest area.*

### *Corrective Action Plan*

*Each activity/interest area will have a posted capacity, which may vary according to the activity and size of the space, and will not exceed the group size requirement as specified in Paragraph (1) of Subsection C of 8.16.2.23 NMAC*

Regulation: 8.16.2.23.C.2.b.

Date to be Completed: 09/22/2018

## Services & Care of Children

8.16.2.24 A Guidance

Compliance

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

8.16.2.24 B Naps or Rest Period	<i>Compliance</i>
8.16.2.24 C Additional Requirements for Infants and Toddlers	<i>Compliance</i>
8.16.2.24 D Diapering and Toileting	<i>Compliance</i>
8.16.2.24 E Additional Requirements for Children with Special Needs	<i>Compliance</i>
8.16.2.24 F Additional Requirements for Night Care	<i>N/A</i>
8.16.2.24 G Physical Environment	<i>Compliance</i>
8.16.2.24 H Social-Emotional Responsive Environment	<i>Compliance</i>
8.16.2.24 I Equipment and Program	<i>Compliance</i>
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>Compliance</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>Compliance</i>

### Health & Safety Requirements

8.16.2.26 A Hygiene	<i>Compliance</i>
8.16.2.26 B First Aid Requirements	<i>Compliance</i>
8.16.2.26 C Medication	<i>N/A</i>
8.16.2.27 A-D Illness Requirements for Centers	<i>Compliance</i>
8.16.2.28 A-H Transportation Requirements for Centers	<i>N/A</i>

### Buildings, Grounds & Safety

8.16.2.29 A Housekeeping	<i>Compliance</i>
8.16.2.29 B Pest Control	<i>Compliance</i>
8.16.2.29 C Mechanical Systems	<i>Compliance</i>
8.16.2.29 D Water and Waste	<i>Compliance</i>
8.16.2.29 E Lighting, Lighting Fixtures and Electrical	<i>Compliance</i>

**Buildings, Grounds & Safety (continued)**

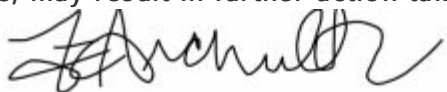
8.16.2.29 F Exits and Windows	Compliance
8.16.2.29 G Toilet and Bathing Facilities	Compliance
8.16.2.29 H Safety Compliance	Compliance
8.16.2.29 I Smoking, Firearms, Alcoholic Beverages, Illegal Drugs and Controlled Substances	Compliance
8.16.2.29 J Pets	N/A

**Additional Comments**

*Facility offers aftercare.*

**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: *Franchesca Archuleta*



Facility Representative: *Tara Voit*