



## Facility

**Name:** *Alvarado Day School Inc* **License Number:** *29851*  
**Address:** *300 Alvarado SE, Albuquerque, NM 87108*  
**Phone:** *5052665846* **Fax:** *N/A* **E-mail:** *carol@abqchildcare.com*

## License Information

**Type:** *5 Star FOCUS Child Care Center* **Status:** *Licensed* **Issue Date:** *10/01/2017* **Expiration Date:** *09/30/2018*

## Capacity

**Over Age 2:** *72* **Under Age 2:** *18* **Night Care:** *0* **Playground:** *90*  
**Square Footage:** *0*

## Census

**Over 2:** *37* **Under 2:** *18*

## Classrooms

**Number of Classrooms:** *7*

## Days and Hours of Operation

<b>Monday</b> <i>6:30 AM - 6:00 PM</i>	<b>Tuesday</b> <i>6:30 AM - 6:00 PM</i>	<b>Wednesday</b> <i>6:30 AM - 6:00 PM</i>	<b>Thursday</b> <i>6:30 AM - 6:00 PM</i>	<b>Friday</b> <i>6:30 AM - 6:00 AM</i>
<b>Saturday</b> <i>Closed</i>	<b>Sunday</b> <i>Closed</i>			

## Inspection

**Date:** *07/24/2018* **Time In:** *9:40 AM* **Time Out:** *11:50 AM* **Purpose:** *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>

**Licensure (continued)****8.16.2.21 B Capacity of Centers****Non-compliance**

*The center exceeded the allowable number of children stated on the license by either total or age as evidenced by the center is licensed for 18 children over two, and for a period of 20 minutes had 19 children over two. A parent was called to pick up her under two child.*

**Corrective Action Plan**

*The center will limit the number of children in care to the authorized capacity.*

Regulation: 8.16.2.21.B.1.

Date to be Completed: 08/23/2018

**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****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****Non-compliance**

*The center failed to have 1 out of 7 person(s) providing care to sign an annual statement that they have, or have never had, an arrest or substantiated referral to a child protective services agency. See Staff Records 8.16.2.22 form for staff with this missing information.*

**Corrective Action Plan**

*The center will put processes in place to ensure that all care giving staff sign annual statements of non-conviction.*

Regulation: 8.16.2.22.F.1.f.

Date to be Completed: 08/24/2018

*From the review of staff records, it was determined that 1 out of 7 staff records does/do not include documentation of training by date, time, hours and area of competency or a training certificate. See Staff Records 8.16.2.22 form for staff with missing documentation.*

**Corrective Action Plan**

*The center will obtain verification of all training and retain on file.*

Regulation: 8.16.2.22.F.1.h.

Date to be Completed: 08/24/2018

**8.16.2.22 F Personnel Records (continued)****Non-compliance**

*From the review of staff records, it was determined that 1 out of 7 staff records does/do not include a professional development plan based on seven areas of competency. See Staff Records 8.16.2.22 form for staff who need a current plan.*

**Corrective Action Plan**

*The center will have staff complete a professional development plan and sign the plan . The plan will be maintained on file.*

Regulation: 8.16.2.22.F.1.n.

Date to be Completed: 08/24/2018

**8.16.2.22 G Personnel Handbook****Compliance****Personnel & Staffing****8.16.2.23 A Personnel and Staffing Requirements****Compliance****8.16.2.23 B Staff Qualifications and Training****Compliance****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****Not Inspected****8.16.2.24 F Additional Requirements for Night Care****Not Inspected****8.16.2.24 G Physical Environment****Compliance****8.16.2.24 H Social-Emotional Responsive Environment****Compliance****8.16.2.24 I Equipment and Program****Compliance****8.16.2.24 J Outdoor Play Areas****Compliance****8.16.2.24 K Swimming, Wadding and Water****N/A****8.16.2.24 L Field Trips****N/A****Food Service****8.16.2.25 B Meals and Snacks****Compliance****8.16.2.25 C Menus****Compliance****8.16.2.25 D Kitchens****Compliance**

**Food Service (continued)**

8.16.2.25 E Meal Times

Compliance

**Health & Safety Requirements**

8.16.2.26 A Hygiene

Compliance

8.16.2.26 B First Aid Requirements

Compliance

8.16.2.26 C Medication

Not Inspected

8.16.2.27 A-D Illness Requirements for Centers

Not Inspected

8.16.2.28 A-H Transportation Requirements for Centers

Not Inspected

**Buildings, Grounds & Safety**

8.16.2.29 A Housekeeping

**Non-compliance**

*The furniture in the Pre K & School Age classrooms are not clean as evidenced by computer tables have an accumulation of dust.*

*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: 08/24/2018

*The Furniture is not in good repair as evidenced by play refrigerator in the threes classroom is broken.*

*Corrective Action Plan*

*Repairs will be completed and a system for routine inspection of the center and premises will be established.*

Regulation: 8.16.2.29.A.1.

Date to be Completed: 08/24/2018

*The toys in the twos classroom are not clean as evidenced by dolls are soiled.*

*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: 08/24/2018

8.16.2.29 B Pest Control

Compliance

8.16.2.29 C Mechanical Systems

Compliance

8.16.2.29 D Water and Waste

Compliance

8.16.2.29 E Lighting, Lighting Fixtures and Electrical

Compliance

**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**

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.



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Surveyor: Lucille Mizner



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Facility Representative: Carol A Armijo