

<b>Center Name:</b> Growing Up Montessori LLC			<b>Address:</b> 2638 Via Caballero Santa Fe, NM 87505			<b>Phone:</b> (505)795-7256					
<b>License Number:</b> 148937	<b>Issue Date:</b> 09/1/2017	<b>Expiration Date:</b> 08/31/2018	<b>Type:</b> 2 Star + Child Care Center			<b>Status:</b> Licensed					
<b>Capacity</b>						<b>Census</b>					
Over Age 2:	26	Under Age 2:	16	Night Care:	0	Playground:	40	Over 2:	23	Under 2:	0
<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:	07:30 AM	07:30 AM	07:30 AM	07:30 AM	07:30 AM	Closed	Closed				
Closing Times:	05:15 PM	05:15 PM	05:15 PM	05:15 PM	05:15 PM						
<b># of Classrooms:</b> 2	<b>Purpose:</b> Semi-Annual			<b>Date:</b> 01/17/2018			<b>Time:</b> 10:30 AM				
<b>Comments</b> Good job center looks good.											

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	Compliance
8.16.2.11 B RENEWAL OF LICENSE	Compliance
8.16.2.11 D NON-TRANSFERABLE RESTRICTIONS OF LICENSE	Not Inspected
8.16.2.12 A, K, M LICENSING ACTIONS AND ADMINISTRATIVE APPEALS	Compliance
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	Compliance
8.16.2.21 C INCIDENT REPORTING REQUIREMENTS	Compliance
Administrative Requirements	
8.16.2.22 A ADMINISTRATION 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	Non-compliance

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### Administrative Requirements

**Deficiencies**

Of the 5 children's records reviewed, 1 is/are missing a copy of an up-to-date immunization record or public health division approved exemption. See Children's Records 8.16.2.22 form for the child(ren) with no immunization/exemption.

**Regulation:** 8.16.2.22E(1)(e)

**Corrective Action Plan**

Parents will be advised to submit a complete and up-to-date immunization record or exemption. The center will review all children's records to ensure complete information is on file.

**Date to be Completed:** 02/19/2018

**Deficiencies**

Of the 5 children's records reviewed, 1 is/are missing a signed parent or guardian acknowledgement that the parent handbook had been read and understood. See the Children's Records 8.16.2.22 form for the child(ren) who have this missing.

**Regulation:** 8.16.2.22E(1)(l)

**Corrective Action Plan**

Parents will be advised to complete the statement. The center will review all children's records to ensure a signed acknowledgement is on file.

**Date to be Completed:** 02/19/2018

<b>8.16.2.22 F PERSONNEL RECORDS</b>	Compliance
<b>8.16.2.22 G PERSONNEL HANDBOOK</b>	Compliance
<b>Personnel &amp; Staffing</b>	
<b>8.16.2.23 A PERSONNEL AND STAFFING REQUIREMENTS</b>	Compliance
<b>8.16.2.23 B STAFF QUALIFICATIONS AND TRAINING</b>	Compliance
<b>8.16.2.23 C STAFF/CHILD RATIOS AND GROUP SIZES</b>	Compliance
<b>Services &amp; Care of Children</b>	
<b>8.16.2.24 A GUIDANCE</b>	Compliance
<b>8.16.2.24 B NAPS OR REST PERIOD</b>	Not Inspected
<b>8.16.2.24 C ADDITIONAL REQUIREMENTS FOR INFANTS AND TODDLERS</b>	Compliance
<b>8.16.2.24 D DIAPERING AND TOILETING</b>	Compliance
<b>8.16.2.24 E ADDITIONAL REQUIREMENTS FOR CHILDREN WITH SPECIAL NEEDS</b>	Compliance
<b>8.16.2.24 F ADDITIONAL REQUIREMENTS FOR NIGHT CARE</b>	N/A
<b>8.16.2.24 G PHYSICAL ENVIRONMENT</b>	Compliance
<b>8.16.2.24 H SOCIAL-EMOTIONAL RESPONSIVE ENVIRONMENT</b>	Compliance
<b>8.16.2.24 I EQUIPMENT AND PROGRAM</b>	Compliance
<b>8.16.2.24 J OUTDOOR PLAY AREAS</b>	Compliance
<b>8.16.2.24 K SWIMMING, WADING AND WATER</b>	N/A
<b>8.16.2.24 L FIELD TRIPS</b>	Not Inspected

<b>Center Name:</b> Growing Up Montessori LLC	<b>License Number:</b> 148937	<b>Date:</b> 01/17/2018
<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		Compliance
8.16.2.25 E MEAL TIMES		Compliance
<b>Health &amp; Safety Requirements</b>		
8.16.2.26 A HYGIENE		Compliance
8.16.2.26 B FIRST AID REQUIREMENTS		Compliance
8.16.2.26 C MEDICATION		Compliance
8.16.2.27 A-D ILLNESS REQUIREMENTS FOR CENTERS		Compliance
8.16.2.28 A-H TRANSPORTATION REQUIREMENTS FOR CENTERS		N/A
<b>Buildings, Grounds &amp; Safety</b>		
8.16.2.29 A HOUSEKEEPING		Compliance
8.16.2.29 B PEST CONTROL		Not Inspected
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
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

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.

*Franchesca Archuleta* 11:45 AM

*Tracy Shonteff*

01/17/2018

01/17/2018

Surveyor: Franchesca Archuleta

Date

Facility Rep: Tracy Shonteff

Date