



Facility

Name: *Leap International Montessori School LLC* **License Number:** *160651*
Address: *1598 Sara Rd SE, Rio Rancho, NM 87124*
Phone: *5059949433* **Fax:** **E-mail:** *sgriffin@leapmontessori.com;*
bettyosoff@gmail.com

License Information

Type: *5 Star FOCUS Child Care Center* **Status:** *Licensed* **Issue Date:** *04/13/2018* **Expiration Date:** *04/12/2019*

Capacity

Over Age 2: *39* **Under Age 2:** *8* **Night Care:** *0* **Playground:** *47*
Square Footage: *0*

Census

Over 2: *14* **Under 2:** *1*

Classrooms

Number of Classrooms: *3*

Days and Hours of Operation

Monday <i>7:00 AM - 6:00 PM</i>	Tuesday <i>7:00 AM - 6:00 PM</i>	Wednesday <i>7:00 AM - 6:00 PM</i>	Thursday <i>7:00 AM - 6:00 PM</i>	Friday <i>7:00 AM - 6:00 PM</i>
Saturday <i>Closed</i>	Sunday <i>Closed</i>			

Inspection

Date: *02/07/2019* **Time In:** *9:45 AM* **Time Out:** *12:20 PM* **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>Compliance</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>

Licensure (*continued*)

8.16.2.21 C Incident Reporting Requirements

Not Inspected

Administrative Requirements

8.16.2.22 A Administrative Records

Non-compliance

The center failed to display in a prominent place that is readily visible to parents, staff and visitors the most recent licensing survey. Corrected on site.

Corrective Action Plan

The center will post the missing item. Corrected on site.

Regulation: 8.16.2.22.A.

Date to be Completed: 02/07/2019

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

8.16.2.22 E Children's Records

Non-compliance

Of the 8 children's records reviewed, 1 is/are missing the name and telephone number of two people in the local area to contact in an emergency when a parent or guardian cannot be reached. See Children's Records 8.16.2.22 form for the child(ren) with missing information. Corrected on site.

Corrective Action Plan

Parents will be advised to review and add missing information. The center will review all children's records to ensure up-to-date emergency contact information is on file. Corrected on site.

Regulation: 8.16.2.22.E.2.b.

Date to be Completed: 02/07/2019

Of the 8 children's records reviewed, 4 is/are missing the date the child first attended the center. See Children's Records 8.16.2.22 form for the child(ren) with missing information and/or authorization. Corrected on site.

Corrective Action Plan

The first attendance date will be added and the center will review all children's records to ensure complete information is on file. Corrected on site.

Regulation: 8.16.2.22.E.1.d.

Date to be Completed: 02/07/2019

Administrative Requirements (*continued*)

8.16.2.22 F Personnel Records

Non-compliance

From the review of staff records, it was determined that 1 out of 5 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: 03/09/2019

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

Non-compliance

Educators did not complete the following training within 3-months: Health and Safety Training2 educators need Health & Safety orientation.

Corrective Action Plan

All educators, regardless of the number of hours per week, will complete the above listed training. The following staff members need to complete the required training:

Regulation: 8.16.2.23.B.2.b.

Date to be Completed: 03/09/2019

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

Compliance

8.16.2.24 F Additional Requirements for Night Care

N/A

8.16.2.24 G Physical Environment

Compliance

8.16.2.24 H Social-Emotional Responsive Environment

Compliance

Services & Care of Children *(continued)*

8.16.2.24 I Equipment and Program	Compliance
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

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
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	N/A
8.16.2.27 A-D Illness Requirements for Centers	Compliance
8.16.2.28 A-H Transportation Requirements for Centers	N/A

Buildings, Grounds & Safety

8.16.2.29 A Housekeeping	Non-compliance
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The South playground has a heavy accumulation of unused materials unorganized.

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: 03/09/2019

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
8.16.2.29 F Exits and Windows	Compliance

Buildings, Grounds & Safety (continued)**8.16.2.29 G Toilet and Bathing Facilities***Compliance***8.16.2.29 H Safety Compliance*****Non-compliance***

The center failed to conduct an emergency preparedness practice drills for at least once a quarter.

Corrective Action Plan

A center will conduct emergency preparedness practice drills at least quarterly beginning January of each calendar year.

Regulation: 8.16.2.29.H.1.

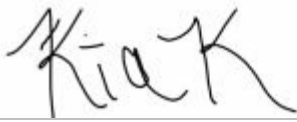
Date to be Completed: 03/09/2019

8.16.2.29 H3(f)(i)(k) Safety Compliance*Compliance***8.16.2.29 J Pets***Compliance***Additional Comments**

Two educators need to re-apply for CRC.

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: Kia Kennedy



Facility Representative: Sheila Anne Griffin