



Facility

Name: *Serendipity Day School* **License Number:** *10859*
Address: *124 Richmond SE, Albuquerque, NM 87106*
Phone: *5052557336* **Fax:** *N/A* **E-mail:** *serendipity@serendipitydayschool.com*

License Information

Type: *2 Star Child Care Center* **Status:** *Licensed* **Issue Date:** *09/04/2017* **Expiration Date:** *09/03/2018*

Capacity

Over Age 2: *96* **Under Age 2:** *0* **Night Care:** *0* **Playground:** *100*
Square Footage: *N/A*

Census

Over 2: *42* **Under 2:** *0*

Classrooms

Number of Classrooms: *4*

Days and Hours of Operation

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

Inspection

Date: *06/26/2018* **Time In:** *9:45 AM* **Time Out:** *1:45 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>Compliance</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

Compliance

8.16.2.22 F Personnel Records

Non-compliance

From the review of staff records, it was determined that 1 out of 17 staff records does/do not include the required Form I-9. See Staff Records 8.16.2.22 form for staff missing the form.

Corrective Action Plan

The center will obtain Form I-9s from all staff and maintain them in their personnel files.

Regulation: 8.16.2.22.F.1.q.

Date to be Completed: 07/26/2018

From the review of staff records, it was determined that 1 out of 17 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: 07/26/2018

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

Non-compliance

From the review of staff records, it was determined that 1 out of 17 staff does/do not have documentation of the 45-hour entry level course or an approved equivalent prior to or within six months of employment.

Corrective Action Plan

Training will be completed for staff as required and documentation retained on file.

(continued)

Regulation: 8.16.2.23.B.2.c.

Date to be Completed: 07/26/2018

From the review of staff records, it was determined that 6 out of 17 new staff does/do not have documentation of orientation training. See Staff Records 8.16.2.22 form for staff with missing documentation.

Corrective Action Plan

Orientation will be completed and documented for staff noted; in the future, orientation will be completed prior to time staff begin working with children.

Regulation: 8.16.2.23.B.2.a.

Date to be Completed: 07/26/2018

Educators did not complete the following training within 3-months: Health and Safety Training

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: 07/26/2018

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

N/A

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

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

Compliance

8.16.2.24 L Field Trips

N/A

Food Service

8.16.2.25 B Meals and Snacks

Compliance

Food Service (continued)

8.16.2.25 C Menus

Compliance

8.16.2.25 D Kitchens

Non-compliance

A food is not properly stored; the item is not wrapped.

Corrective Action Plan

The person responsible for food service will be instructed in proper food storage.

Regulation: 8.16.2.25.D.4.

Date to be Completed: 07/26/2018

8.16.2.25 E Meal Times

Not Inspected

Health & Safety Requirements

8.16.2.26 A Hygiene

Compliance

8.16.2.26 B First Aid Requirements

Non-compliance

The center does not have on duty all educators currently certified in first aid and cardiopulmonary resuscitation (CPR).

Corrective Action Plan

All educators must be certified in first aid and cardiopulmonary resuscitation (CPR).

Regulation: 8.16.2.26.B.1.

Date to be Completed: 07/26/2018

8.16.2.26 C Medication

N/A

8.16.2.27 A-D Illness Requirements for Centers

N/A

8.16.2.28 A-H Transportation Requirements for Centers

N/A

Buildings, Grounds & Safety

8.16.2.29 A Housekeeping

Non-compliance

The Premises are not in good repair as evidenced by top of fence on playground is not secured. Small playground

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: 07/26/2018

8.16.2.29 A Housekeeping (continued)**Non-compliance**

The Equipment are not in good repair as evidenced by green horse small playground is cracked.

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: 07/26/2018

8.16.2.29 B Pest Control**Compliance****8.16.2.29 C Mechanical Systems****Non-compliance**

A window used for ventilation in the Animal Rangers does not have a screen.

Corrective Action Plan

Windows and doors used for ventilation will be properly screened.

Regulation: 8.16.2.29.C.4.

Date to be Completed: 07/26/2018

8.16.2.29 D Water and Waste**Compliance****8.16.2.29 E Lighting, Lighting Fixtures and Electrical****Non-compliance**

The center does not have emergency lighting that turns on automatically when electrical service is disrupted.

Corrective Action Plan

Emergency lighting will be installed.

Regulation: 8.16.2.29.E.2.

Date to be Completed: 07/26/2018

Lighting in the South Hallway is not sufficient.

Corrective Action Plan

The area will have additional lighting provided.

Regulation: 8.16.2.29.E.1.

Date to be Completed: 07/26/2018

8.16.2.29 F Exits and Windows**Compliance****8.16.2.29 G Toilet and Bathing Facilities****Compliance**

Buildings, Grounds & Safety (continued)

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: 07/26/2018

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.



Surveyor: Helen Waldorf



Facility Representative: Judith Baron Lee Ann Bower