

Evaluation Form

1. Inspection Schedule Details

Inspection Type: Monitoring inspection

Facility Name: MONTESSORI
ACADEMY

Inspector/Investigator:
leslie.williams@dhr.alabama.gov

Visit Type: Unannounced

Facility Address: 1025 SOUTH HULL
STREET, MONTGOMERY, AL, 36104,
Montgomery

Visit Date: 5/20/2025

Inspection Status: Completed

2. Inspection Questionnaire

Facilities - Indoor area (II.C.4.)

| S No. | Questions | Answer | Comments |
|-------|---------------------------------------------------|----------|----------|
| 1 | Exclusive use of activity areas | Observed | |
| 2 | Designated space for each grouping of children | Observed | |
| 3 | Bathrooms located on same level/under same roof | Observed | |
| 4 | One flush toilet for each 15 children | Observed | |
| 5 | One handwashing sink for each 15 children | Observed | |
| 6 | One tub (portable plastic acceptable) | Observed | |
| 7 | Fixtures child size or adjusted for easy use | Observed | |
| 8 | One handwashing sink with warm running water soap | Observed | |

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| | <p>paper towels in each room</p> <p>where children are</p> <p>diapered</p> | | |
| 9 | Space for ill or injured child | Certified/Discussed | |

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| 10 | Items used by ill child disinfected | Certified/Discuss ed | |
| 11 | Storage space for teacher's supplies | Certified/Discussed | |
| 12 | Office space provided | Observed | |
| 13 | Heating/air conditioning provided | Observed | |
| 14 | Temperature between 68-82 degrees | Observed | |
| 15 | Thermometer in each area used by children | Observed | |
| 16 | Child safe thermometer | Observed | |
| 17 | Outside windows that are open are screened | Certified/Discussed | |
| 18 | Outside doors kept closed | Observed | |
| 19 | Lighting adequate for activities | Observed | |
| 20 | Lighting adequate at nap/rest time to allow children to be seen | Observed | |
| 21 | Operational telephone for center business only | Observed | |
| 22 | DHR notified if telephone is out of order or if the number changes | Certified/Discussed | |
| 23 | Center free of apparent hazards | Not Met | In the 2 1/2 years to 3 1/2 years classroom there were hazardous substances not under lock and key or combination lock. (Clorox Wipes) |
| 24 | Hazardous substances under lock and key or combination lock | Not Met | In the 2 1/2 years to 3 1/2 years classroom there were hazardous substances not under lock and key or combination lock. (Clorox Wipes) |
| 25 | Containers labeled | Observed | |
| 26 | No firearms or ammunition kept or allowed in center except law enforcement | Certified/Discussed | |

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| 27 | Stairways have hand-railings in child's reach | Observed | |
| 28 | Clear glass doors are marked at child level | Certified/Discussed | |
| 29 | Medications and drugs kept under lock and key or combination lock, separate from harmful items | Observed | |
| 30 | Barriers around heaters, radiators, fans | Certified/Discussed | |
| 31 | Exposed electrical outlets have protective covers | Observed | |
| 32 | Consumption of alcohol or use of non-prescription narcotic or illegal substances prohibited | Certified/Discussed | |
| 33 | Smoking or use of tobacco prohibited on premises/center vehicles | Certified/Discussed | |
| 34 | Bio-contaminants shall be stored in a labeled container and disposed of properly | Certified/Discussed | |
| 35 | Bio-contaminants stored outside shall be disposed of properly | Certified/Discussed | |
| 36 | Floors, bathrooms fixtures cleaned/disinfected | Certified/Discussed | |
| 37 | Carpets vacuumed daily | Certified/Discussed | |
| 38 | Cleaning does not interfere with children's activities | Certified/Discussed | |
| 39 | Bodily fluids shall be cleaned up immediately, surfaces disinfected, and staff wash hands | Certified/Discussed | |
| 40 | Contaminated materials shall be disposed of properly in the bio-contaminant receptacle | Certified/Discussed | |
| 41 | Mops used for cleaning bodily fluids disinfected appropriately | Certified/Discussed | |
| 42 | Contaminated rugs and carpets cleaned and | Certified/Discussed | |

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| | sanitized appropriately | | |
| 43 | Contaminated clothing items stored or washed properly | Certified/Discussed | |

Facilities - Outdoor area (11.C.5)

| S No. | Questions | Answer | Comments |
|-------|---------------------------------------------------------------------------|----------|----------|
| 1 | Off-street loading/unloading provided | Observed | |
| 2 | Separate areas for children younger than 2 | Observed | |
| 3 | Outdoor area adjoins or is safely accessible | Observed | |
| 4 | Outdoor play area and equipment are free of apparent hazardous conditions | Observed | |
| 5 | *Wheeled vehicles to sit on and maneuver - 2 | Observed | |
| 6 | *Wheel vehicles to pull or push - 2 | Observed | |
| 7 | *Balls-3 | Observed | |
| 8 | *Climbing apparatus | Observed | |
| 9 | *Crawl-through equipment | Observed | |
| 10 | *Digging or sand area | Observed | |

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| 11 | *Toys for digging | Observed | |
| 12 | Outdoor play area enclosed by a fence or wall at least 4 feet in height | Observed | |
| 13 | Fence or wall free of sharp edges | Observed | |
| 14 | Gates secured | Observed | |
| 15 | Shade and sun areas provided | Observed | |
| 16 | Outdoor play area free of apparent hazardous conditions: | Observed | |
| 17 | Concrete/asphalt not used under equipment | Not applicable | |
| 18 | Area well-drained | Observed | |
| 19 | Equipment not designed to be portable, securely anchored | Observed | |
| 20 | Stairs/steps have handrails in child's reach | Observed | |

Facilities - Swimming and wading at the center (II.C.6)

| S No. | Questions | Answer | Comments |
|-------|----------------------------------------------------------------------------------|----------------|----------|
| 1 | Swimming and wading at the center | No | |
| 2 | Lifeguard at poolside at all times pool is in use | Not applicable | |
| 3 | Lifeguard Training Certificate, First Aid Certificate, CPR Certification on file | Not applicable | |
| 4 | Lifeguard not counted in ratios | Not applicable | |
| 5 | One staff for each child younger than 2 years of age | Not applicable | |
| 6 | One staff for every 4 children ages 2 years up to 4 years of age | Not applicable | |

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| 7 | One staff for every 6 children ages 4 years up to 6 years of age | Not applicable | |
| 8 | One staff for every 10 children ages 6 years and older | Not applicable | |
| 9 | Ratios determined by youngest child in the pool | Not applicable | |
| 10 | Persons counted in ratios meet child care worker qualifications/in the pool at all times | Not applicable | |
| 11 | Staff provided to supervise children in pool area, but not in the pool | Not applicable | |
| 12 | If any part of a child's body is in the water, the child is considered in the pool | Not applicable | |
| 13 | Pool enclosed with fence or solid wall at least 4 feet in height, constructed to prevent accessibility by children | Not applicable | |
| 14 | At least one staff with CPR & first aid at each wading structure | Not applicable | |
| 15 | Required ratios met as stated in the standards | Not applicable | |
| 16 | At least two staff at each wading structure within arms-length "touch supervision" | Not applicable | |
| 17 | Clean water provided each day | Not applicable | |
| 18 | Wading structure emptied when not in use | Not applicable | |

Away from center activities (II.C.7)

| S No. | Questions | Answer | Comments |
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| 1 | Note: The Department of Human Resources does not inspect activities away from the center, including | Certified/Discussed | |

swimming and wading

activities. The licensee

shall assume full authority

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| | and responsibility for away | | |
| | from the center activities. | | |

Child Care Program (I.I.D)

| S No. | Questions | Answer | Comments |
|-------|-----------------------------------------|---------------------|----------|
| 1 | Required ratios maintained at all times | Certified/Discussed | |
| 2 | 0 up to 18 months 1 to 5 | Observed | |
| 3 | 18 up to 2 years 1 to 7 | Observed | |
| 4 | 24 months to 36 months 1 to 8 | Not applicable | |
| 5 | 2 years up to 4 years 1 to 11 | Observed | |

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| 6 | 4 years up to school age 1 to 18 | Observed | |
| 7 | School age up to 8 years 1 to 21 | Observed | |
| 8 | 8 years and older 1 to 22 | Certified/Discussed | |
| 9 | Children younger than 2 grouped separately | Certified/Discussed | |
| 10 | Exception for group 24-36 months | Not applicable | |
| 11 | Exception for individual children's needs | Certified/Discussed | |
| 12 | Staff counted in ratio only when giving full attention to the children | Certified/Discussed | |
| 13 | All children supervised at all times | Observed | |
| 14 | Staff assigned responsibility for same infants/toddlers each day | Certified/Discussed | |
| 15 | Substitute staff available | Observed | |
| 16 | Director authorized to conduct center business | Observed | |
| 17 | Staff person in charge when director is absent, authorized to conduct center business | Observed | |
| 18 | Staff in each room during napping/resting | Observed | |
| 19 | Staff able to see all children | Observed | |
| 20 | 0 up to 18 months 1 to 5 | Observed | |
| 21 | 18 months up to 2 years 1 to 14 | Observed | |
| 22 | 2 and older 1 to 36 | Observed | |
| 23 | Two staff with infant-child CPR and first aid present during all hours of operation | Observed | |
| 24 | Second staff available when 7 or more children present/required ratios met | Observed | |

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| 25 | No staff on duty more than 8 continuous hours on a regular basis | Observed | |
| 26 | Staff free from other duties while working with the children | Certified/Discussed | |

Infant/Toddler Program (II.D.2.)

| S No. | Questions | Answer | Comments |
|-------|--------------------------------------------------------------------------------|---------------------|----------|
| 1 | Encouraged to play with a variety of toys | Observed | |
| 2 | Time outdoors daily when weather permits | Observed | |
| 3 | Freedom of movement outside cribs daily | Certified/Discussed | |
| 4 | Placed on tummy part of time while awake and observed | Certified/Discussed | |
| 5 | Infants not seated for more than 15 minutes | Certified/Discussed | |
| 6 | Staff talks to each child and encourages response | Observed | |
| 7 | Cries/signs of distress investigated immediately | Certified/Discussed | |
| 8 | No screen time for children under 2 years of age | Certified/Discussed | |
| 9 | 60 Minutes of physical activity full day/ 30 minutes half-day | Observed | |
| 10 | Daily schedule posted that includes 60 minutes of physical activity (toddlers) | Observed | |
| 11 | Clean, dry diaper/clothing provided | Observed | |
| 12 | Wet/soiled diapers/clothing changed promptly | Observed | |
| 13 | Changing area cleaned and disinfected | Observed | |
| 14 | No child left unattended while being diapered | Observed | |

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| 15 | No child diapered on the floor | Observed | |
| 16 | Each child's hands washed after diapering | Observed | |
| 17 | Staff use universal precautions when diapering | Observed | |
| 18 | Staff use clean disposable gloves for diapering each child/for each diaper change | Observed | |
| 19 | Wet/soiled diapers placed in covered, plastic-lined container and disposed of daily | Observed | |
| 20 | Individual, disposable wipes used at each diaper change, disposed of properly | Observed | |
| 21 | Potty chairs emptied, rinsed, disinfected after each use | Not applicable | |
| 22 | Diapering area separate from food service area | Observed | |
| 23 | Infants allowed to form own sleep patterns | Certified/Discussed | |
| 24 | Infants placed on back to sleep unless physician's statement indicates otherwise | Certified/Discussed | |
| 25 | Infants who can easily turn placed on back but allowed to adopt preferred position | Certified/Discussed | |
| 26 | No positioning device used unless specified by physician | Certified/Discussed | |
| 27 | Staff recognize differing needs of toddlers/allowed to follow their own sleep patterns | Certified/Discussed | |
| 28 | Two feet between occupied cribs | Not applicable | |
| 29 | Cots positioned to allow space for access or emergency exit | Observed | |
| 30 | Cribs/cots cleaned and | Certified/Discussed | |

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| | <p>disinfected and sheets and</p> <p>covers washed before</p> <p>used by another child</p> | ed | |
| 31 | <p>For infants, clean bottom sheets daily or more often if needed, sheets fit snugly</p> | Not applicable | |

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| 32 | Soft material prohibited in infant's sleeping environment, no pillows, quilts, comforters, etc. | Certified/Discuss ed | |
| 33 | No infant put to sleep on sofa, soft mattress | Certified/Discuss ed | |
| 34 | For toddlers, clean bottom sheets and top coverings weekly, more often if needed | Certified/Discuss ed | |
| 35 | Formula, food for infants if provided by center, planned with parent or physician | Not applicable | |
| 36 | If formula provided by center, ready to feed, properly stored and handled | Not applicable | |
| 37 | Bottles/food served according to parental request (microwaves not used for bottles) | Not applicable | |
| 38 | Meals and snacks comply with requirements | Observed | |
| 39 | Expressed human milk sent in container labeled with infant's full name/date, and specific written instructions on how to prepare, store, and use | Not applicable | |
| 40 | Infant formula for a breastfed infant should only be used with parental consent | Not applicable | |
| 41 | Formula provided by parent, must be labeled, ready to feed, and refrigerated | Not applicable | |
| 42 | Small hard candies, nuts not served to children under 4 years old | Certified/Discuss ed | |
| 43 | Foods that may cause choking prepared appropriately for the child | Certified/Discuss ed | |
| 44 | Feeding schedule according to child's needs | Certified/Discuss ed | |

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| 45 | Infants held for bottle feeding | Not applicable | |
| 46 | No bottles propped | Not applicable | |
| 47 | When able, infants allowed to sit in feeding chair | Not applicable | |
| 48 | Toddlers seated while eating | Observed | |
| 49 | Child encouraged to experiment with self-feeding, utensils provided | Observed | |
| 50 | Disposable utensils used only with close supervision | Observed | |
| 51 | Foods eaten from a dish | Observed | |
| 52 | Dishes, bottles unbreakable | Observed | |
| 53 | Drinking water without added sweeteners or carbonation readily available throughout the day | Observed | |
| 54 | Child not forced or bribed to eat | Certified/Discussed | |
| 55 | Food not used as a reward or punishment | Certified/Discussed | |
| 56 | Child's hands washed before and after snacks, after diapering, toileting | Certified/Discussed | |
| 57 | Staff's hands washed before food preparation and service, after assisting with toileting, after diapering | Certified/Discussed | |
| 58 | Individual paper towels for each washing and drying | Observed | |

Preschool/School-age Program (II.D.3)

| S No. | Questions | Answer | Comments |
|-------|---------------------------------------------------------|----------|----------|
| 1 | Schedule posted that includes 60 minutes of active play | Observed | |

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| 2 | Variety of indoor/outdoor activities that includes 60 minutes of active physical activity full day/30 minutes half-day | Observed | |
| 3 | Time outdoors daily when weather permits for 60 to 90 minutes | Observed | |
| 4 | Staff permit/encourage conversation among children | Observed | |
| 5 | Staff give individual attention to each child daily | Certified/Discussed | |
| 6 | Radio, TV, videos used only to supplement/enhance daily plan | Certified/Discussed | |
| 7 | No child required to watch TV or videos | Certified/Discussed | |
| 8 | Videos previewed by staff for appropriateness | Certified/Discussed | |
| 9 | Sexually explicit, violent, frightening materials prohibited | Certified/Discussed | |
| 10 | Screen time for 2 years old and older limited to 30 minutes for half day and 1 hour for full day | Certified/Discussed | |
| 11 | Staff recognize differing needs of children | Observed | |
| 12 | Rest period for children in attendance more than 5 hours | Observed | |
| 13 | Rest period at least 45 minutes, not more than 2 hours | Observed | |
| 14 | If a child does not sleep after 45 minutes, quiet activities permitted | Certified/Discussed | |
| 15 | Cots cleaned and clean bottom sheets and top sheet/covers provided before used by another child | Certified/Discussed | |
| 16 | Clean sheet/covers provided weekly, more often if needed | Certified/Discussed | |

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| 17 | Cots positioned to allow space for access or emergency exit | Observed | |
| 18 | At least one staff present in each room | Observed | |
| 19 | Staff able to see all children | Observed | |
| 20 | According to each child's needs, each child's hands washed | Observed | |
| 21 | Staff use Universal Precautions when diapering or handling bodily fluids | Certified/Discussed | |
| 22 | Children in attendance served breakfast or a.m. snack, lunch, p.m. snack | Observed | |
| 23 | Meals and snacks comply with USDA guidelines | Observed | |
| 24 | Fluid milk served, no powdered milk for drinking | Observed | |
| 25 | No child deprived of meal or snack | Certified/Discussed | |
| 26 | Special dietary needs in accordance with written instructions | Certified/Discussed | |
| 27 | Meals and snacks provided by the center | Observed | |
| 28 | Vending machines prohibited in areas used by children | Not applicable | |
| 29 | Small hard candies, nuts not served to children under four | Certified/Discussed | |
| 30 | Foods that may cause choking prepared appropriately for the child | Certified/Discussed | |
| 31 | Portions of food suited to child's needs: second portions available | Observed | |
| 32 | Unbreakable or single-use cups or glasses or a drinking fountain provided for water | Observed | |
| 33 | Drinking water without added sweeteners or | Observed | |

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| | <p>carbonation readily</p> <p>available throughout the</p> <p>day</p> | | |
| 34 | Food served on individual dishes or napkins, not directly on the table | Observed | |

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| 35 | Children seated while eating | Observed | |
| 36 | No child forced or bribed to eat | Certified/Discussed | |
| 37 | Children not allowed in the kitchen | Observed | |
| 38 | Children's hands washed before meals and snack and after toileting | Observed | |
| 39 | Staff hands washed before food preparation and service, and after assisting with toileting or contact with bodily fluids | Certified/Discussed | |
| 40 | Disposable gloves used for diapering | Observed | |
| 41 | Individual paper towels for each washing and drying | Observed | |
| 42 | Catered meals and snacks meet requirements | Observed | |
| 43 | Discipline appropriate to age and developmental level of the children | Observed | |
| 44 | No Corporal/physical punishment | Observed | |
| 45 | No verbal abuse | Observed | |
| 46 | No discipline associated with food, naps, or bathroom procedures | Observed | |
| 47 | No physical restraint as punishment | Observed | |
| 48 | No punishment administered by another child | Observed | |
| 49 | Physical activity/outdoor time cannot be taken away as punishment | Observed | |
| 50 | Discipline, behavior problems discussed with parent | Certified/Discussed | |
| 51 | Center open to visits from parents at any time | Certified/Discussed | |
| 52 | Parents informed of their right to visit | Certified/Discussed | |

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| 53 | Staff available for communication/conferences | Certified/Discuss ed | |
| 54 | Parents notified of complaint procedures | Certified/Discuss ed | |
| 55 | Parents provided with information on influenza annually | Observed | |
| 56 | Parents provided information on child development and children's health annually | Observed | |
| 57 | No ill child admitted | Certified/Discuss ed | |
| 58 | If a child becomes ill or is injured, he/she is separated from group, but continuously supervised | Certified/Discuss ed | |
| 59 | Parent of ill/injured child notified immediately and required to come for child | Certified/Discuss ed | |
| 60 | If parent cannot be reached or illness/injury severe, emergency medical attention shall be obtained | Certified/Discuss ed | |
| 61 | Parents notified of exposure to contagious disease/condition | Certified/Discuss ed | |
| 62 | Parents urged to notify center if a child is exposed to a contagious disease outside the center | Certified/Discuss ed | |
| 63 | Center reports contagious disease/condition to health department as required | Certified/Discuss ed | |
| 64 | Children with food allergies should have a written plan with required components that is available and known by the child's teacher | Certified/Discuss ed | |
| 65 | Does the center's staff give medication/medical procedures? | Yes | |
| 66 | Medication administered only with written authorization from parent and child's health | Certified/Discuss ed | |

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| | professional | | |
| 67 | No blanket authorization forms for medication | Certified/Discussed | |
| 68 | Medication in original container, labeled | Observed | |
| 69 | Medication not used beyond date of expiration | Certified/Discussed | |
| 70 | Measuring device provided | Certified/Discussed | |
| 71 | Medication administered by designated staff | Certified/Discussed | |
| 72 | Locked storage provided for medication | Observed | |
| 73 | Medication returned to parent or disposed of when no longer needed | Certified/Discussed | |
| 74 | Time and date medication is given is documented in writing, kept in child's file/copies available to parents upon request | Observed | |
| 75 | Toilet articles labeled and stored separately | Certified/Discussed | |
| 76 | Used paper towels, wipes, tissues are disposed of immediately following use | Observed | |
| 77 | Toilet paper provided for use by children and staff | Observed | |
| 78 | Extra children's clothing available | Observed | |

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| 79 | Aggressive animals not kept in center or on grounds | Not applicable | |
| 80 | Animals that could pose a threat to health and safety kept away from children | Not applicable | |
| 81 | Certificate of rabies vaccination on file for animals | Not applicable | |
| 82 | Animals confined, cages kept clean, food and water available | Not applicable | |
| 83 | Children and staff wash hands after handling animals | Not applicable | |

Emergency Preparedness and Response Plan (II.D.3.G.11.H)

| S No. | Questions | Answer | Comments |
|-------|---------------------------------------------------------------------------------|---------------------|----------|
| 1 | Current and complete emergency plans and procedures submitted to the Department | Observed | |
| 2 | Fire | Observed | |
| 3 | Tornado | Observed | |
| 4 | Lockdown | Observed | |
| 5 | Relocation | Observed | |
| 6 | Available to all staff and employees | Observed | |
| 7 | Posted in a conspicuous place | Observed | |
| 8 | Copies provided to all parents/guardians | Certified/Discussed | |

Transportation (II.E)

| S No. | Questions | Answer | Comments |
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| 1 | NOTE: The Department of | Not applicable | |

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| | | | |
| | <p>Human Resources does</p> | <p>not inspect activities away</p> | |
| | <p>from the center, including</p> | | |
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swimming and wading

activities. The licensee

shall assume full authority

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| | and responsibility for away from the center activities | | |
| 2 | Does the center's staff provide transportation? | No | |
| 3 | Transportation checklists used as required | Not applicable | |
| 4 | Designated staff complete and sign checklist | Not applicable | |
| 5 | Driver signs checklist, indicating he/she has checked each seat | Not applicable | |
| 6 | Checklist kept on file for the current year plus two additional years | Not applicable | |
| 7 | Center responsible for picking up child at designated location and delivering child to designated person | Not applicable | |

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| 8 | Staff-child ratio met for children younger than lawful school-age, driver not counted | Not applicable | |
| 9 | Children of lawful school age and older, fewer than 15 transported with only the driver | Not applicable | |
| 10 | For 15 or more children of lawful school age, one staff in addition to driver | Not applicable | |
| 11 | For 30 or more children of lawful school age, two staff in addition to driver | Not applicable | |
| 12 | No child left in a vehicle without adult supervision | Not applicable | |
| 13 | Staff accompany each child under 2 from vehicle to care of designated person | Not applicable | |
| 14 | Staff visually supervise each child 2 and older from vehicle to care of designated person | Not applicable | |
| 15 | Driver checks each seat at each location to verify no child is left on the vehicle | Not applicable | |
| 16 | Stationary seating for child, each child seated while vehicle is moving | Not applicable | |
| 17 | Doors locked when vehicle is moving | Not applicable | |
| 18 | Children not transported in front seat of vehicle with passenger side air bag | Not applicable | |
| 19 | Driver and all passengers secured when vehicle is moving | Not applicable | |
| 20 | Each child under 1 year or weighing less than 20 pounds secured in rear facing child restraint, installed according to manufacturer's instructions, maintained in good condition | Not applicable | |
| 21 | Each child under 5 years or weighing less than 40 | Not applicable | |

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| | <p>pounds secured in forward</p> | | |
| | <p>facing child restraint,</p> | | |
| | <p>installed according to</p> | | |

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| | <p>manufacturer's</p> <p>instructions, maintained in</p> <p>good condition</p> | | |
| 22 | <p>Each child under 6 years shall be properly secured in a booster seat which is properly anchored to the</p> | <p>Not applicable</p> | |

vehicle, installed according

to manufacturer's

instructions, maintained in

| | | | |
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| | good condition | | |
| 23 | Each child 6 and older, the driver, and each adult passenger secured in an individual seat belt, properly anchored to the vehicle | Not applicable | |
| 24 | Vehicle safety check done annually, signed by certified mechanic, dated, and filed in center | Not applicable | |
| 25 | Each child accompanied into and out of center | Not applicable | |
| 26 | Each child signed in and signed out with a written signature or bio-metric ID | Not applicable | |
| 27 | Any child who arrives by walking or bus, signed in by staff | Not applicable | |
| 28 | Photo ID required when releasing child to unfamiliar, designated person | Not applicable | |

Staff (I.L.F.)

| S No. | Questions | Answer | Comments |
|-------|--------------------------------------|----------|----------|
| 1 | Center director meets qualifications | Observed | |
| 2 | Child care | Observed | |

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| | workers/teachers/subs | | |
| | meet qualification and have | | |
| | 12 hours of training within | | |

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| | 30 days of employment | | |
| 3 | Child care workers/teachers/subs meet requirements for Health & Safety training | Observed | |
| 4 | Aides/assistant teachers not counted in ratio | Certified/Discussed | |
| 5 | Service staff not counted in ratio unless they meet qualifications of staff for whom substituting | Certified/Discussed | |
| 6 | Driver at least 19 years old with valid driver's license | Not applicable | |
| 7 | Substitute staff meet qualifications of staff for whom substituting | Certified/Discussed | |
| 8 | By August 1, 2022, director/all teachers/substitutes/all service staff must be enrolled in the Alabama Pathway's Professional Development Registry | Observed | |
| 9 | By August 1, 2022, directors must complete orientation training on the department's Quality rating and Improvement System | Not applicable | |
| 10 | Records on staff kept confidential | Observed | |
| 11 | Records on file at time of employment | Observed | |

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| 12 | Records on staff maintained at least two years after person has left | Certified/Discussed | |
| 13 | Records filed alphabetically | Observed | |
| 14 | Inactive files maintained separately | Certified/Discussed | |
| 15 | Medical exam and TB test on file at time of employment | Observed | |
| 16 | Staff with symptoms of contagious disease/condition not in center | Certified/Discussed | |

Character and Suitability (II.G.1)

| S No. | Questions | Answer | Comments |
|-------|-------------------------------------------------------------------------------|---------------------|----------|
| 1 | Character and suitability review conducted on required person (every 5 years) | Observed | |
| 2 | Persons with determination of unsuitable character terminated | Certified/Discussed | |
| 3 | Licensee informs DHR of any criminal convictions or current charges | Certified/Discussed | |

Administration (II.H)

| S No. | Questions | Answer | Comments |
|-------|-------------------------------------------------------------------------------------------|---------------------|----------|
| 1 | Licensee assumes full authority and responsibility for meeting and maintaining Standards | Certified/Discussed | |
| 2 | Licensee provides operating funds | Certified/Discussed | |
| 3 | Licensee designates director and delegates authority and responsibility for operation and | Certified/Discussed | |

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|----|-----------------------------------------------------------------------------------------------------------|---------------------|--|
| 11 | Change in director of center | Certified/Discussed | |
| 12 | Change in chief executive officer of corporation or members of the board | Certified/Discussed | |
| 13 | Alterations to center or grounds | Certified/Discussed | |
| 14 | Major change or extension of hours of program | Certified/Discussed | |
| 15 | Change in address or telephone number | Certified/Discussed | |
| 16 | Any illness/injury of child or staff requiring professional medical treatment | Certified/Discussed | |
| 17 | Any illness/injury of child or staff requiring emergency medical treatment | Certified/Discussed | |
| 18 | Any death occurring in the center or during away from the center activities | Certified/Discussed | |
| 19 | Major damage to facility | Certified/Discussed | |
| 20 | Interruption of the center's electrical, telephone or gas service | Certified/Discussed | |
| 21 | Any litigation involving the center | Certified/Discussed | |
| 22 | Any traffic accident involving day care children using transportation provided by the center | Not applicable | |
| 23 | Any arrest of licensee, staff, employee, volunteer | Certified/Discussed | |
| 24 | Final disposition of any child abuse/neglect investigation involving licensee, staff, employee, volunteer | Certified/Discussed | |
| 25 | Any incident in which the health, welfare, or safety of a child is at risk | Certified/Discussed | |
| 26 | Any disastrous event | Certified/Discussed | |
| 27 | Child abuse/neglect reported as required by law | Certified/Discussed | |

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|----|------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|--|
| 28 | Licensee and all staff, employees, volunteers cooperate with DHR on any child abuse or neglect investigation | Certified/Discussed | |
| 29 | Total number of children in care, including children on the premises, children in transit, children on fieldtrips conforms to number specified | Observed | |
| 30 | Age range of children in care conforms to ages specified | Observed | |
| 31 | Requirements for drop-in care met | Not applicable | |
| 32 | Children's records and information about children and their families kept confidential | Observed | |
| 33 | Individual records on each child on file on first day of attendance | Observed | |
| 34 | Children's records maintained 2 years after child has left the center | Certified/Discussed | |
| 35 | Records filed alphabetically | Observed | |
| 36 | Inactive files maintained separately | Certified/Discussed | |
| 37 | Daily attendance records on all staff and children | Certified/Discussed | |
| 38 | Transportation checklists | Certified/Discussed | |
| 39 | Vehicle safety check | Not applicable | |
| 40 | Sign in/sign out sheets | Not applicable | |
| 41 | Most recent license, permit, or approval | Observed | |
| 42 | Public notice form | Observed | |
| 43 | Most recent licensing evaluation | Observed | |
| 44 | Most recent deficiency report | Observed | |
| 45 | Corrective/adverse action notices | Not applicable | |

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|----|---------------------------------------------------------------------------------------------------------|----------|--|
| 46 | Most recent fire inspection report within 5 years | Observed | |
| 47 | Most recent Health department inspection report and food permit or written permission for catering food | Observed | |
| 48 | Menu for meals and snacks/dated | Observed | |
| 49 | Fire department | Observed | |
| 50 | Law enforcement | Observed | |
| 51 | Medical assistance (ambulance or rescue) | Observed | |
| 52 | Poison control center | Observed | |
| 53 | Substitute help | Observed | |
| 54 | Emergency Preparedness and Response Plan | Observed | |
| 55 | Name of director/staff in charge | Observed | |

Nighttime Centers (II.1)

| S No. | Questions | Answer | Comments |
|-------|----------------------------------------------------------------------------------------------------------------------|----------------|----------|
| 1 | Does the center provide care after 7:00 p.m.? | No | |
| 2 | Does the center provide care after midnight? | No | |
| 3 | In centers operating past midnight, cribs or cots fitted with a waterproof mattress shall be provided for each child | Not applicable | |
| 4 | In centers operating past midnight, there shall be at least one bathing facility for every 15 children | Not applicable | |
| 5 | 0 up to 18 months 1 to 5 | Not applicable | |
| 6 | 18 months up to 2 1 to 14 | Not applicable | |
| 7 | 2 up to 4 years 1 to 18 | Not applicable | |

| | | | | |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------|------|----------------|--|
| 8 | 4 years and older 25 | 1 to | Not applicable | |
| 9 | Required ratios for daytime maintained while children are awake | | Not applicable | |
| 10 | At least two staff, at least 18 years old meeting child care worker qualification, with CPR and first aid in center during hours of operation | | Not applicable | |
| 11 | All children supervised at all times | | Not applicable | |
| 12 | Each staff assigned responsibility for same children nightly | | Not applicable | |
| 13 | At least one staff in each room of sleeping children | | Not applicable | |
| 14 | Staff able to see all the children at all times | | Not applicable | |
| 15 | All staff awake and alert to needs of children | | Not applicable | |
| 16 | At least two staff in center whenever children are present/required ratios met | | Not applicable | |
| 17 | Lighting maintained so children are visible while sleeping | | Not applicable | |
| 18 | Nightly activity schedule posted | | Not applicable | |
| 19 | Outdoor time available during daylight hours | | Not applicable | |
| 20 | Staff assist each child as needed, in dressing and grooming | | Not applicable | |
| 21 | Breakfast served to children going directly to school | | Not applicable | |
| 22 | Evening meal served to children in attendance | | Not applicable | |
| 23 | Clean water provided for each child | | Not applicable | |
| 24 | Each child bathed separately | | Not applicable | |

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|----|--------------------------------------------------------------|----------------|--|
| 25 | Each child supervised while bathing | Not applicable | |
| 26 | Individual soap, towel and washcloth provided for each child | Not applicable | |

3. Classroom Checklist

Furnishings and equipment (Ill.C.8) - Checklist for Preschool (age 2 years to school age) - Blue Primary(C101384)

| S No. | Questions | Answer | Comments |
|-------|---------------------------------------------------------|----------|----------|
| 1 | *Easel | Observed | |
| 2 | *Non-toxic playdough or clay | Observed | |
| 3 | *Large non-toxic crayons/watercolor markers | Observed | |
| 4 | *Large sheets of paper | Observed | |
| 5 | *Non-toxic finger/cold water paints-primary colors | Observed | |
| 6 | *Scissors (blunt tip) – 2 pair Per 5 children | Observed | |
| 7 | *Non-toxic glue or paste; tape | Observed | |
| 8 | *Paint brushes four and 1 inch in width | Observed | |
| 9 | *Large/medium building blocks-app. 15 non-interlocking | Observed | |
| 10 | *Small building blocks-app. 100 non-interlocking | Observed | |
| 11 | *Small cars, trucks, boats, etc. - 6 | Observed | |
| 12 | *Age appropriate puzzles-8 (complete with all pieces) | Observed | |
| 13 | *Interlocking manipulative play sets, different types-6 | Observed | |

| | | | |
|----|---------------------------------------------------------|----------|--|
| 14 | *Matching games-6 (no more than 2 electronic | Observed | |
| 15 | *Puppets-2 | Observed | |
| 16 | *Child-size stove/sink (or combo) | Observed | |
| 17 | *Small table and chairs/benches | Observed | |
| 18 | *Cooking utensils/dishes (unbreakable) | Observed | |
| 19 | *Doll bed or cradle | Observed | |
| 20 | *Dolls (complete with all parts)-2 | Observed | |
| 21 | *Doll clothes and blankets | Observed | |
| 22 | *Dress-up clothes for boys and girls | Observed | |
| 23 | *Storage for dress-up clothes | Observed | |
| 24 | *Unbreakable mirror--full length | Observed | |
| 25 | *Toy telephones-2 | Observed | |
| 26 | *Age Appropriate children's books-2 per child | Observed | |
| 27 | *A device that plays a variety of age appropriate music | Observed | |
| 28 | *Rhythm instruments – 1 per child in group | Observed | |
| 29 | *Magnifying glass | Observed | |
| 30 | *Magnets | Observed | |
| 31 | *Nature collections | Observed | |
| 32 | *Measuring and pouring equipment | Observed | |
| 33 | Table space and chair for each child | Observed | |
| 34 | Cots, sheets, covers for each child | Observed | |
| 35 | Indoor thermometer (child safe) | Observed | |
| 36 | Written daily schedule posted with 60-90 minutes | Observed | |

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|----|----------------------------------------------|---------------------|--|
| | of active play | | |
| 37 | Labeled storage space at child level | Observed | |
| 38 | Shelving for equipment and supplies/anchored | Observed | |
| 39 | Designated activity areas | Observed | |
| 40 | Electrical outlets covered | Observed | |
| 41 | Barriers around heaters, fans | Certified/Discussed | |
| 42 | Hazardous substances locked | Observed | |
| 43 | Containers labeled | Observed | |
| 44 | Medication locked | Observed | |
| 45 | Screens on windows which are opened | Not applicable | |
| 46 | Lighting adequate | Observed | |

Furnishings and equipment (IL.C.8) - Checklist for Preschool (age 2 years to school age) - Yellow Primary(CI01387)

| S No. | Questions | Answer | Comments |
|-------|-------------------------------------|----------|----------|
| 1 | *Easel | Observed | |
| 2 | *Non-toxic playdough or clay | Observed | |
| 3 | *Large non-toxic crayons/watercolor | Observed | |

| | | | |
|----|---------------------------------------------------------|----------|--|
| | markers | | |
| 4 | *Large sheets of paper | Observed | |
| 5 | *Non-toxic finger/cold water paints-primary colors | Observed | |
| 6 | *Scissors (blunt tip) – 2 pair Per 5 children | Observed | |
| 7 | *Non-toxic glue or paste; tape | Observed | |
| 8 | *Paint brushes four and 1 inch in width | Observed | |
| 9 | *Large/medium building blocks-app. 15 non-interlocking | Observed | |
| 10 | *Small building blocks-app. 100 non-interlocking | Observed | |
| 11 | *Small cars, trucks, boats, etc. - 6 | Observed | |
| 12 | *Age appropriate puzzles-8 (complete with all pieces) | Observed | |
| 13 | *Interlocking manipulative play sets, different types-6 | Observed | |
| 14 | *Matching games-6 (no more than 2 electronic | Observed | |
| 15 | *Puppets-2 | Observed | |
| 16 | *Child-size stove/sink (or combo) | Observed | |
| 17 | *Small table and chairs/benches | Observed | |
| 18 | *Cooking utensils/dishes | Observed | |

| | | | |
|----|----------------------------------------------------------|----------|--|
| | (unbreakable) | | |
| 19 | *Doll bed or cradle | Observed | |
| 20 | *Dolls (complete with all parts)-2 | Observed | |
| 21 | *Doll clothes and blankets | Observed | |
| 22 | *Dress-up clothes for boys and girls | Observed | |
| 23 | *Storage for dress-up clothes | Observed | |
| 24 | *Unbreakable mirror-full length | Observed | |
| 25 | *Toy telephones-2 | Observed | |
| 26 | *Age Appropriate children's books-2 per child | Observed | |
| 27 | * A device that plays a variety of age appropriate music | Observed | |
| 28 | *Rhythm instruments – 1 per child in group | Observed | |
| 29 | *Magnifying glass | Observed | |
| 30 | *Magnets | Observed | |
| 31 | *Nature collections | Observed | |
| 32 | *Measuring and pouring equipment | Observed | |
| 33 | Table space and chair for each child | Observed | |
| 34 | Cots, sheets, covers for each child | Observed | |

| | | | |
|----|-----------------------------------------------------------------|---------------------|--|
| 35 | Indoor thermometer (child safe) | Observed | |
| 36 | Written daily schedule posted with 60-90 minutes of active play | Observed | |
| 37 | Labeled storage space at child level | Observed | |
| 38 | Shelving for equipment and supplies/anchored | Observed | |
| 39 | Designated activity areas | Observed | |
| 40 | Electrical outlets covered | Observed | |
| 41 | Barriers around heaters, fans | Certified/Discussed | |
| 42 | Hazardous substances locked | Observed | |
| 43 | Containers labeled | Observed | |
| 44 | Medication locked | Observed | |
| 45 | Screens on windows which are opened | Not applicable | |
| 46 | Lighting adequate | Observed | |

4. Ad Hoc Deficiency

| S No. | Deficiency |
|-------|------------|
|-------|------------|

Provider's Signature 