North Texas Parent and Child Development, Inc. Policies and Procedures Education Effective Date: <u>6/15/05</u>

New: <u>X</u> Revised: ____

Reviewed 10/04/13

Subject: Center Inspections Monitoring Source: Performance Standards 1304.53

Policy

All centers will be monitored at least two (2) times per program year.

Procedures

Monitoring visits are inclusive of all facility inspections (Child Care Licensing, Fire Department, Health Department, etc...). The Education Manager will meet with the Site Manager to discuss findings and recommendations at the conclusion of the visit. If the Site Manager has any concerns about the report, they may request a meeting with the Education Manager. Follow – up visits will be completed when deemed necessary.