Iowa Department of Human Services
CHILD CARE CENTER EVALUATION AND RECOMMENDATION FOR LICENSE

Name of Center: Ankeny BASP-Westwood **Enrollment:** 87 **License ID No. (Reapplications)** 44377

Street: 2920 NW 9th ST **City:** Ankeny Iowa **Zip** 50023 **County:** Polk

Mailing Address: 306 SW School ST, Ankeny, IA, 50023

Director's Name: Nancy Jeffs/Jill Heimerman **Phone Number:** 515-289-3925

On-Site Supervisor(s): Jodi Gray **E-Mail:** basp@ankenyschools.org

Date(s) of Visit: 11-15-2022

Licensing Visit **Unannounced Visit** X **Off Year Visit** **Administrative Change**

LICENSING VISITS

New Application **Re-Application** X **NA**

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 10-01-2021

FIRE INSPECTION **State** X **Local** **NA** **Is Fire Inspection Approved?** X **Yes** **No** **NA**

Date Inspected: 07-30-2021

Comments :

LICENSE TYPE: X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

Financial Type: Profit X Non-Profit NA

Accredition: Accredited NAEYC NSACA Other X NA

Program Serves: Infants (0-23 mo.) 2 Years Preschool-Age X School-Age

Get-Well Evening Care Special Needs

SCHEDULE: X Year-round School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General				150	150
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 12-01-2021 to 12-01-2023
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Debbie Hammer **Date:** 11-28-2022

I. IF CURRENT LICENSE IS PROVISIONAL, IDENTIFY THE CORRECTIVE ACTIONS

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An off-year visit was conducted on 11/15/22. The Director, Nancy, was present throughout the visit.

All areas of the program were observed. These areas observed consisted of classroom observations and activities, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

This is a before and after school program offered by the Ankeny School District. Nancy Jeffs is the area director over all these school age programs and Jill Heimerman is the co-director over all of these programs; both meet the requirements to be director. Each school has an on-site supervisor who meets the 75 point requirement for the position. Jodi Gray is the on-site supervisor for this school site, beginning in this role in September of 2022. Jodi has an Associate's degree in Liberal Arts and is working toward a Bachelor's degree in Human Studies. Jodi has three prior years of experience working at the BASP programs. Jodi meets qualifications for this position.

This school can be used as a year round site. The before school hours are 6:30-7:45 am except on Wednesday's when they meet until 8:45 am. After school hours are 2:55-6:00 pm. Most of the time the children meet in the gym or cafeteria. The program can also use the computer lab, art room and library for programming space, which allows for smaller groups. There are rotating activity kits between the schools. Each school will have an activity kit for a nine week session. There are Enrichment Stations, and a STEM and science station are always offered. Sometimes children are separated into two groups according to their grade level.

Over two years have passed since the pandemic began. This program continues to follow all DHS guidelines pertaining to Covid-19. The Ankeny BASP program has gone through a staffing shortage, as many programs throughout the state have experienced during the pandemic. To maximize their current employees and still be able to offer care to the children and families, the program has combined some sites and transports children to the open site. The sites that have combined are as follows:
Heritage is transported to Southeast, Northwest is transported to Westwood, East is transported to Southeast, Ashland Ridge is transported to Rock Creek and Prairie Trail is transported to Crocker. Heritage and Prairie Trail are day camp sites when school is on a break. East remains open during the summer as a summer site.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

There is a strong partnership and collaboration between the school staff and the child care staff. BASP staff can communicate with the school teachers regarding the children in the program and work jointly to have shared expectations, especially with children who have behavior plans, and IEP plan or any special care needs. The school secretary has a radio for the BASP staff and is helpful to inform BASP staff when a parent has arrived for their child early.

The staff work well together and take initiative in the program, as well as providing active monitoring and strong supervision of the children. The staff have developed good connections with the children. The staff use Reward Buck and

give these to the children when the children are observed doing well and following the program rules.

The staff have strong parent communication.

The staff are trained in PBIS and each school has its own PBIS team. The BASP uses an Enrichment program for the after school sessions and this rotates every 9 weeks. This offers academic enrichment for the children. The program has adjusted the times for enrichment and game times as needed for engagement of children and attention span.

BASP offers family engagement events and they have staff appreciation week. This looks different during the pandemic and has not taken place since the pandemic.

All of the BASP sites follow the same policies and procedures, allowing staff to work at other sites when needed.

This site has a shining star award each week for two students, they award the children for positive behavior. The children strive to win the shining star award.

The parents are appreciative of the program and all of the efforts the program has taken to provide care during the challenging time of the pandemic.

The new On-Site Supervisor is a strong leader, she is thoughtful and understanding, she has strong communication with staff and parents and helps grow staff into leaders.

IV. IDENTIFY THE ASPECTS OF OPERATION THAT FALL BELOW THE STANDARDS REVIEWED:

109.7(1): All staff(within first 3 months of employment) Certification in American Red Cross, American Heart Association, American Safety and Health institute or MEDIC First Aid infant, child, and adult cardiopulmonary resuscitation (CPR) OR equivalent certification approved by the department. A valid certificate indicating the date of training and expiration date shall be maintained. Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross, American Heart Association, American Safety and Health Institute or MEDIC First Aid or an equivalent certification approved by the department. A valid certificate indicating the date of training and expiration date shall be maintained.
One staff file reviewed did not have the full certification for CPR/First aid training completed within the first three months of employment. The on-line portion was completed at the three month mark, however the skills and final certification was not completed until the four month mark.

V. SPECIAL NOTES/RECOMMENDATIONS:

The staff file reviewed did have the certification for CPR/First aid, however did not complete the skills portion for a month after completing the on-line portion, putting the certification past the first three months of employment. The director will ensure the full certificate for CPR/First aid is completed within the first three months of employment.

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact your DHS Licensing Consultant to discuss the issue. The child care director may also send a response which will be placed in the licensing file.

*Note: If you are a member of the general public, there may be additional information contained in the public file. You may contact the DHS Licensing Consultant to inquire.