



<b>RECOMMENDATION FOR LICENSE:</b>	
X	<b>FULL</b> license from 01-01-2018 to 01-01-2020
	<b>PROVISIONAL</b> license from
	<b>DENIAL</b> of initial application
	<b>SUSPENSION</b> of license
	<b>REVOCAION</b> of license

Licensing Consultant: Jill Seibert

Date: 01-04-2018

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

N/A

**II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:**

Danville Early Learning Center is located inside Danville Elementary in a residential area of Danville. The center operated for several years under the Department of Education. They were formerly licensed by DHS and then again in 2015 the program was required to license with DHS.

The program consists of three separate classrooms for infants, toddlers, and school age children were created as well as two preschool classrooms. An office and conference room completed the facility.

Ms. Blomme has directed this program for two years. She was formerly a Director at another DHS licensed preschool for 8 years. She has a Bachelor of Science degree. The Preschool and Elementary office assist Ms. Blomme with record keeping for staff and children. I arrived at the center on 12/12/17 for a licensing visit. Another visit was made by Consultant H. Brown in February 2017. I met with the director, Becky Bloome and Luanne Walker, Office Manager. The director started in 2015. She has a Bachelor's of Science Degree. The center is located inside of an elementary school. The program was in session and children were present during this visit.

Students in both the 3 year old and 4 year old program are taught Music, Art, and PE by licensed teachers. Students in the preschool program also get to experience the field trips, special guests, and assemblies that the rest of the building gets to participate in. The center is owned and operated by the School District.

The daycare/preschool rooms are within the school and can only be accessed by first entering the school building. Visitors to the school must check into the building at the front office. When a visitor arrives they must enter the front door, as all other doors are locked. A visitor badge will be given at the time of sign in to fill out. Visitors are directed by office staff to wear the tag in a visible area. Visitors must also sign out.

**PHILOSOPHY**

By utilizing the approach of a developmentally appropriate program of learning, we provide each individual the opportunity to develop physically, emotionally, socially, and intellectually as a whole person. We believe that interaction with other children in a stimulating environment is vital for success in life. It will be curiosity that stimulates the learning process. We will provide a challenging environment with a variety of opportunities for learning and encourage them to use their freedom to exercise their abilities and potential.

Observation of Rooms: The classrooms are self-contained. They have phones and direct access to the outdoors. The curriculum is Creative Curriculum. Materials were organized and child accessible. The Center appears to have an adequate amount of equipment including games and activities that appear to be of high quality. Interest centers available to the children include: blocks, children's literature, dramatic play, toys and games, puzzles and small manipulatives, art, music and movement, science and discovery, sensory tables, writing center, and computer area.

All rooms were appropriately staffed and staff were engaging with the children. Ratio was met and maintained on the visit

in each room.

During the visit I observed a variety of activities. Room arrangements are neat and organized. We talked about blind spots and room arrangement. The program should have one toilet and sink for every 15 children in each room. Hand washing posters were easily observed. Storage is located in plastic crates and closets. Room lighting consists of both natural light from windows as well as adequate interior lighting. The classroom and bathroom facilities were observed to be clean.

All classrooms have new censer lighting, and a newer ventilation system. The program also has new fire alarms and an emergency lighting systems. Heating and cooling is provided by a Geo-Thermal system and is forced through ceiling vents.

The infant room has moved to a larger room. The program typically has approximately 12 infants. Safe Sleep practices are being utilized in this room. We measured to ensure space requirements of 40 square feet per child are met. I observed staff positively interacting with the infants and only 1 containment device in the area. This is best practice and the program is encouraged to continue providing care in this manner.

The toddler room is quite large and has an ample amount of space for toddlers to engage in a variety of gross motor activities. The restroom door is a full length, heavy door and the children were trying to slam it. This door would be better suited as a half door.

Center Nutrition: Breakfast, a noon meal, and snacks are provided by the School. Breakfast and lunch are prepared in the school kitchen by school staff. Preschool students in the voluntary preschool program bring a snack each day. Snacks are prepared by daycare staff and served in the classroom. The school chooses what will be served for snack to all other classrooms but the 4 year olds. The school follows USDA guidelines.

I observed food storage practices. Dry goods were stored appropriately. No food was observed to be stored on the floor in any classroom. Generally expired or opened food is not an issue. A thermometer is in each refrigerator upon inspection. Cooling temperatures should be 40 degrees or below. Freezing temperatures should be zero degrees or below. All other refrigerators and freezers in the center did contain thermometers.

Meals are served family style in each classroom. Children dine at child size tables and sit in small chairs. During snack, the children are read to and they discuss books or staff sit and visit with the children. These are sanitized using the three step method. All tables, chairs and sinks are sanitized with this method. The children help set the table, pour their own drinks and clean the table at lunch time (preschool). CACFP program rules appeared to have been met the day of the visit. The school prepares written menus of monthly snacks and posts them. Posted monthly menus indicate that minimum nutritional requirements are met. Food allergies were posted in each room in the snack cabinet. This information is also included in the monthly newsletter.

Food waste is taken out immediately after eating, tied and put in a larger waste basket in the janitor's closet per my observation.

Center Health and Safety: Staff and I reviewed prescription and non-prescription medication in accordance with licensing regulations, physician directions, and parental consent I reviewed medication policies and procedures. Medications (including sunscreen) should be stored in their original containers with physician/pharmacist directions and label intact when on the premises. I observed prescribed medication (inhaler) on site. It did not contain the pharmacy label. One should be procured. No over the counter medication was present.

An ill/injured area is the preschool office area or a designated space in each classroom.

I reviewed storage and maintenance of a first aid kit. Many supplies were present to address minor trauma. The Director had the most recent first aid kit checklist. Labeled first aid kits were identifiable and easy to access in a high cabinet in each room. I discussed this with staff. The school nurse can be accessed during school hours if necessary.

I reviewed environmental testing and the maintenance of any necessary detection equipment. Radon testing is due every 2 years. The school recently installed a Geothermal heating and cooling system so an annual fuel burning appliance inspection is not required. A non-battery operated carbon-monoxide detector is in the preschool room. The center has outdoor air exchanges throughout the school so ventilation is adequate. The Elementary School building was built in 2013. As a result a lead paint assessment is not required. The school building is on Danville City water. As a result, a private analysis is not required.

The preschool room has a dehumidifier.

I reviewed general regulations regarding safety policies and procedures. Storage is not an issue in the classrooms.

I observed routines prior to nap time. We discussed what type of lighting was appropriate at nap time. All cots should be spaced at least two feet apart or more. Cribs were not spaced at recommended distance. This should occur immediately to eliminate safety risks and discourage transmission of diseases. This was discussed in 2015. More on this topic can be found at Caring For Our Children.

The program has a pet guinea pig and a Christmas cactus plant in the preschool room. The cage and guinea pig were clean and the animal appeared to be healthy. We discussed that staff should check any plants in the room to see if they are on the safe plant list.

Each program room should accommodate each child so that they have at least 35 square feet of useable floor space.

I reviewed emergency plans and drills for fire and tornado. Tornado and fire drills should be practiced and documented once a month. The entire program area has secure windows and reinforced walls and ceilings. The center/preschool is the safe area for the Elementary School. When tornado drills occur all elementary children are taken to this area.

Electrical outlets are child safe. Staff personal belongings were stored out of the children's reach in cabinetry.

I reviewed general regulations regarding sanitation policies and procedures. Sufficient toileting articles and hand washing supplies were observed in the restrooms.

A waste basket should not be kept on the counter top near the drinking fountain in the 2/3 year old room. Wipes or any other materials should not be stored on changing tables.

Staff are using a school provided cleaner to clean toilet and table areas. Staff should review the cleaner by the Iowa Department with the of Public Health. We discussed this. They are utilizing Purrell Food Surface as a sanitizer. Each classroom has a set of opening, nap time, closing and weekly cleaning tasks.

I reviewed regulations regarding staff and child hand washing.

Center Playground: The center uses a newly installed outdoor play area on school grounds specifically designed for preschool age children. The area is fenced with tall chain link fence. The area is not naturally shaded. Shade is provided by the building and the storage shed. The area features large, anchored, metal/plastic climbing and activity toys. It also contains benches, basketball hoops and a swing set. The entire play area is surfaced with rubber matting. Children also use riding toys on the rubber matting surface. Riding toys are available but kept in a nearby shed.

Screws/bolts on the fence should be cut, or capped. This was noted in 2015. No more than two thread bolts should be exposed. When in outdoor play each child should have a minimum of 75 square feet of useable space. The bottom of the fence is loose and gaps in between the gates and the fence should be measured.

Playground inspections should be conducted and documented on a monthly basis.

Center Transportation Arrangements/Field Trips: Teachers may decide and are encouraged to conduct short, unannounced field trips including but not limited to: walks as a class around the perimeter of the building and/or nearby neighborhoods. The center provides no transportation. Transportation for field trips is provided in school bus vehicles owned and operated by Danville School District. All children in the program have signed parental waivers to ride the regular school bus. A first aid kit is on every school bus. CPR certified staff and emergency contacts are taken on field trips.

Center Administrative Records: Redirection This strategy should be used most frequently when working with young children. If a child is not following the rules or being uncooperative, quickly get the child's attention and introduce another activity. Logical consequences These are structured consequences that follow specific misbehaviors. Participate in the solution If a child damages something, he/she needs to help in fixing it or in cleaning up.

Postings, including Emergency evacuation postings and mandatory abuse reporter, no smoking postings were observed hanging in the rooms on the parent boards. The state consultant contact information were also present. Special upcoming events calendars were also posted.

Emergency evacuation maps as well as 911, Emergency and Poison Control numbers were posted. Center phone and address should be posted by the phones in each room.

Annual emergency procedures training was conducted by the Director in the fall. Staff should sign acknowledgement of such. This was not available this year but should be.

I reviewed regulations regarding required written policies provided to parents in the form of a parent handbook and staff handbook. The handbooks contains limited and unlimited access policies. The Center does have a biting policy which is available in the handbook. Evacuation of immobile children is now covered in the Emergency Preparedness Plan.

The program needs to utilize the correct Volunteer Form if volunteers are utilized.

Child records and incident reports are kept in the Preschool Office. All children are required to have updated physicals and immunizations, emergency contact information, dental and medical provider information and pick up authorization information. Each child has an Allergy Action Plan that has a food or other type of allergy. Incident and injury reports are on file. LuAnn Walker, Preschool Secretary is the record keeper for child records.

Staff files are kept in the Elementary School Office, but copies of DHS requirements should be accessible from the daycare. We reviewed required training such as Universal Precautions, CPR/First Aid, Mandatory Reporter training and professional development. Updated physicals are due at start of employment and every 3 years. I reviewed current Iowa Criminal background checks and Fingerprints.

### **III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:**

The center classrooms are nicely decorated and welcoming to those who enter.

The center works regularly with Child Care Resource and Referral to ensure they understand DHS rules/regulations.

Teaching Strategies GOLD is the assessment tool used by the programs to evaluate and track each child's individual development

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

1. 109.7(1): All staff(within first 3 months of employment)Two hours of approved training for the mandatory reporting of child abuse.At least one hour of training regarding universal precautions and infectious disease control.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.Minimum health and safety trainings, approved by the Department occurs every 5 years. If significant changes occur to content, the Department may require the training be renewed. Trainings, including Essentials is scheduled to be completed on January 15th
2. 109.9(1)b: All files contain:A signed copy of DHS Criminal History Record Check, Form B, that was submitted prior to employment. A copy of Request for Child Abuse Information.Copies of the results of Iowa records checks conducted.Copies of national criminal history check results.Any Department-issued documents sent to the center related to records check. Number not in compliance: The center agrees to conduct SING checks by the end of the week. SING checks and fingerprints should be completed by 12/15/17. Fingerprints have been sited in the past. on 12/18/17 Jan Perrenoud, Human Resources Secretary for Danville Community School District emailed me stating fingerprints had been sent off after my visit. She indicated all SING checks were completed at the time employment is offered. Both sets of results need to be made available to me the day I visit. I must have access to the records to verify SING checks and fingerprint results are present. Becky Blomme, Director verified on 1/4/2018 that all staff now have fingerprints completed as well as SING checks.
3. 109.9(1)d: All files contain a pre-employment physical exam report completed within six months prior to hire and at least every three years. Physical exams shall be documented on form 470-5152, Child Care Provider Physical Examination Report.Number not in compliance: 10 The center agrees to have all staff physicals completed in 90 days.
4. 109.9(1)e: All files contain documentation to indicate that ongoing staff training requirements are met, including current certifications in first aid/CPR and mandatory child abuse training. Number not in compliance: 7
5. 109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and outdoor space is provided. The outdoor area shall include safe play equipment and area of shade. Sufficient space provided for dining. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. sufficient cooling. Sufficient bathroom and diapering facilities. Equipment, including kitchen appliances, are maintained so as not to result in burns, shock, or injury to children. Sanitation and safety procedures for the center are developed and implemented to reduce risk or injury or harm to children and reduce transmission of disease. The fire inspection provided to me the date of the visit had 17 violations. The outdoor play area fence is loose around the perimeter of the play area on the bottom, gaps in

the gate are between 3.5-9 inches, these could pose as entrapment hazards. Screws on the fence should be cut so that there are no more than 2 thread bolts exposed so that they are not a laceration hazard.

## **V. SPECIAL NOTES/RECOMMENDATIONS:**

Based upon this review, it is recommended that this center remain in Full licensing status. The center is directed to correct the items listed in Section IV. The director gave me a verbal commitment that the noted rule violations would be promptly corrected. It is important to note, all DHS licensing standards and procedures must be maintained during the renewal period.

\*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact me (563-263-9302 or hbrown@dhs.state.ia.us) so that we may discuss the issue. If necessary, I can make a notation in your record. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report. If you have the need for any additional information discussed during my visit, please contact me and I will forward the information to you. Thank you.

\*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.

I encourage you to contact your local nurse consultant. Child Care Nurse Consultants work with child care and early education businesses. Businesses may call or send questions to a child care nurse consultant about health and safety policies, health programs, health of personnel, and specific child health or safety issues. Please visit the following website to find out who your consultant is: <http://idph.iowa.gov/hcci/consultants>

I encourage you to contact Child Care Resource and Referral. They offer centers assistance with meeting the DHS regulations, QRS, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. Please visit the following website to find out who your consultant is: [http://www.iowaccrr.org/who\\_we\\_are/region\\_5/](http://www.iowaccrr.org/who_we_are/region_5/)

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