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

Name of Center: Altoona Campus Kids Klub-Willowbrook **Enrollment:** 25 **License ID No. (Reapplications)** 28337

Street: 300 17th AVE SW **City:** Altoona Iowa **Zip** 50009 **County:** Polk

Mailing Address: 1500 8th ST SW, Altoona, IA, 50009

Director's Name: Ashley Hejlik **Phone Number:** 515-531-0699

On-Site Supervisor(s): Debbie Smith **E-Mail:** Ahejlik@altoonacampus.com

Date(s) of Visit: 04-25-2023

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 04-28-2023

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

Date Inspected: 04-26-2021

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: Year-round X School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General				100	100
Summer				100	100

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 05-01-2023 to 05-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Melinda Larson, Child Care Licensing Consultant **Date:** 05-05-2023

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Altoona Campus Kids Klub - Willowbrook has been in operation since 1992. This program provides before and after school programming to children that attend this school. For summer programming, children from other schools attend this center also. The school has secured entrances. This center uses the cafeteria, gym and art room for programming space. During summer programming an additional classroom is used, the band room. The center also uses the playground. Ashley Hejlik is the director of the Altoona Kids Klub Programs. Ashley has been the director of the Kids Klub sites since September 2017. She has been with Kids Klub since 2012. Ashley served as assistant director/program coordinator for two years prior to becoming director. Ashley has her ECE Program Administration Certificate. Debbie Smith is the on site supervisor.

An unannounced visit was completed on today's date. All areas subject to HHS licensing rules were reviewed. Mandatory postings are in place in the cafeteria. The center's schedule and lesson plans are posted. Debbie Smith was present and she assisted with the visit.

There were three staff working today. Seventeen children were present at the time of today's visit. Children were observed in the cafeteria. There was a craft activity of Q-tip flower painting today. The center also did a science activity of using dye to color carnations. Children were playing individually and in small groups with games and toys. Staff were interacting and assisting the children with their activities.

The center serves snack during the school year. The center hired a cook to prepare meals and snacks for summer programming. Menus reflect CACFP guidelines are being followed.

The school's playground has a soccer field, basketball hoops, field area and playground climbing structures that have turf for surfacing. School staff maintain the playground. The center has completed monthly playground checks.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Debbie Smith, the on site supervisor, has been with Kids Klub since 2020. This center has a nice supply of age appropriate supplies and toys for children's use. Children are offered large motor play activities daily through the use of the gym and the outdoor playground.

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

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. If significant changes occur to content, the Department may require the training be renewed.
Three staff don't have First Aid/CPR training certification.
Two staff don't have Mandatory Reporter training certification.
One staff hasn't completed Essentials Training or had the required professional development training for the following year.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center has a full license.

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact me (phone 515-362-7823; email mlarson@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.

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