

CHILD CARE CENTER COMPLAINT

Name of Center:	HACAP Head Start - Northwest	Enrollment:	24	License ID:	25058
Street:	230 10th St NW	City:	Cedar Rapids	IA Zip Code:	52404
County:	Linn				
Mailing Address:	230 10th St NW				
Mailing City:	Cedar Rapids	IA Zip Code:	52404		
Director's Name:	Sherry Shrader	Center Phone Number:	319-221-1484		
On-Site Supervisors:	Sherry Shrader	E-Mail Address:	cregan@hacap.org		

Date of Complaint: 05-07-2026**Date of Visit:** 05-12-2026☐ Scheduled ☒ Unannounced ☐ NA☒ Non-Compliance with Regulations Found ☐ Compliance with Regulations Found**RECOMMENDATION FOR LICENSE**☒ NO CHANGES to licensing status recommended☐ PROVISIONAL license from _____ to _____☐ SUSPENSION of License☐ REVOCATION of License**Complaint Details:**Did this complaint result in a serious injury? ☐ Yes ☒ NoDid this complaint result in a death to a child? ☐ Yes ☒ No**Summary of Complaint:**

On 5/7/2026, a complainant reported staff MC and staff CM left two 3yo children on the playground without staff or supervision for approximately 12 minutes.

Licensing Rules Relevant to the Complaint:

109.8(2) Ratio maintained in center as required: Brief absence of staff person permitted for 5 or less minutes when another staff person is present. At least one staff is present in every room where children are resting. If ratio reduced to one staff per room during nap time, does not exceed one hour and ratio in center is still maintained. Ratio in infant rooms is always maintained. When more than eight children are present on the licensed premises, at least two staff members shall be present. For a period of two hours or less at the beginning and end of the center's hours of operation, one staff member may care for eight or fewer children, provided no more than four of the children are under two years of age and there are no more than eight children in the center. Ratio exceeded for school-age children when school classes unexpectedly start late, are dismissed early, or cancelled. For no more than four hours, care is limited to children already in the program and licensed capacity is not exceeded.

109.10(14)a The center and supervisor shall ensure that staff knows names and number of children assigned. Staff shall provide careful supervision.

Inspection Findings:

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On 5/12/2026, licensing conducted a visit to HACAP Head Start - Northwest. The below is based upon discussion with multi-site executive director Christi Regan, a face-to-face interview with director Ms. Shrader, a review of administrative items, and observations while on-site.

CONCLUSION: Rules 109.8(2) and 109.10(14)a were VIOLATED.

- Upon knowledge of the concern, HACAP head start immediately commenced an internal investigation, ensured families of children involved were notified timely and followed mandatory reporting procedures.
- All information gathered indicated staff MC and staff CM did leave two 3yo children on the playground without staff or supervision for approximately 12 minutes.
- Since this incident, two staff are no longer working at this location and on-going training for Active Supervision occurred with all HACAP employees that are in a position or situation that requires supervision of children while at work.

Special Notes and Action Required:

Based upon the above, no response to this report is requested.

Consultant's Signature:

Amy Lyons

Date:

05-28-2026