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

Name of Center: The Study Loft at Autumn Crest **Enrollment:** 47 **License ID No. (Reapplications)** 50271

Street: 240 NW 36th St Suite 105 **City:** Ankeny Iowa **Zip** 50021 **County:** Polk

Mailing Address: 2401 W 1st ST, Ankeny, IA, 50023

Director's Name: Melissa Michel **Phone Number:** 515-965-5505

On-Site Supervisor(s): Lawrence Walker **E-Mail:** melissa@treehouseglc.com

Date(s) of Visit: 05-05-2023

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 10-04-2022

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

Date Inspected: 05-11-2023

Comments :

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

Financial Type: X Profit 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				75	75
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 12-01-2020 to 12-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Debbie Hammer **Date:** 05-25-2023

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

This administrative change report reflects a change in the program's capacity. This school age only program will now use the space that adjoins their current space, which had been used as a separate business. They two spaces are connected by a back hallway and area that has three separate bathrooms and a small room. The original space has two separate bathrooms. The new side has a total capacity for 40 children, and the original side has a capacity for 44 children, however they will need to cap the total capacity to 75 due to only having five toilets. A visit took place to the new side on the 5th of May. The fire marshal approved the new space on the 11th of May. They will begin using this side on the 1st of June. They hope to now be able to separate the younger school age children from the older school age children.

The new capacity for this program is 75. There are no other changes at this time.

The information below is from the program's last visit.

A full licensing visit was conducted on 11/21/22. The On-Site Supervisor was present during 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 program was given Permission to Open on 8/23/2018. This center is one of two Study Lofts opened and owned by Mindy Seeman and Melissa (Missey) Michel, sisters. They also own two other full daycare centers in the Ankeny area; The Tree House. The Study Lofts are created and designed for school age children. This center offers before and after school care and full day care on the days when school is not in session and during the summer months. Missey Michael is listed as the director and Lawrence Walker is the on-site supervisor. Both meet qualifications for these positions.

After school hours are from 3:15 pm to 6:00 pm and full day hours are from 6:30 am to 6:00 pm. At this time, the center is not open before school, just after school and full days when school is not in session. When the program opened, they were using both rooms in the new building, however are now only using the main room, which has a capacity of 44. The smaller room, which had a capacity of 15 is no longer used, bringing the capacity down to 44 from 59. There is a kitchen area with a refrigerator and sink, as well as cupboards. There is a large area of green space behind the building that will be used for outside play. This green space is now fenced in and provides the children with large motor play. The program offers full and part time care, they do not go over the 44 capacity.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

This program offers an atmosphere that is conducive to school age children and their developmental needs. The children

have many age appropriate games and activities.

The building is new construction and has up to date technology that the school age children use and enjoy.

The center has a secure entrance and security cameras in place.

The parents and children appreciate the atmosphere and the opportunity to be in a setting geared specifically for school age children.

The center staff plan weekly activities and art projects, as well as providing the children with STEM related projects.

The center conducts several field trips and the children get to help decide where they go on the field trips.

The center conducts charity fund raisers which the children participate in.

The staff team well together and enjoy working at the center.

The on-site supervisor felt a strength was how the program stood out, especially during the pandemic. Families recommend the program to other families and the program has strong word of mouth.

The program has a strong administrative team.

The owners are supportive of the program and staff. Staff are given gift cards, coffee, treats and pot lucks are held to show appreciation of staff.

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

109.4(4): Requirements and procedures for mandatory reporting of suspected child abuse shall be posted where they can be read by staff and parents.

109.10(15)b: Emergency instructions, phone numbers, and diagrams for fire, tornado, and flood shall be visibly posted and documented at least once a month for fire and tornado. Records shall be maintained for current and previous year.

109.11(3)d: Record of monthly inspections of outdoor recreation area and equipment shall be kept.

V. SPECIAL NOTES/RECOMMENDATIONS:

Radon testing is due every two years. The center completed radon testing in September of 2022 and this fell below the 4.0 cutoff.

The center has the furnace inspected annually.

A mandatory child abuse reporting poster was sent to the director after the visit. This is a repeat violation from last year.

Discussion took place regarding setting a reminder to conduct monthly drills and inspections.

A new, full, two-year license is recommended.

*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.