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

**Name of Center:** YMCA After School Program-Clear Creek **Enrollment:** 35 **License ID No. (Reapplications)** 42239

**Street:** 901 S 14th ST **City:** Clear Lake Iowa **Zip** 50428 **County:** Cerro Gordo

**Mailing Address:** 1840 S Monroe AVE, Mason City, IA, 50401

**Director's Name:** Jessica Wilkerson **Phone Number:** 641-422-5992

**On-Site Supervisor(s):** Natalie Holding **E-Mail:** jwilkerson@masoncityymca.org

**Date(s) of Visit:** 09-14-2023

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

**LICENSING VISITS**

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

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

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

**Date Inspected:** 10-11-2022

**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 | | | | 50 | 50 |
| Summer | | | | | 0 |

**QRS Rating:** N/A

| RECOMMENDATION FOR LICENSE: | |
|---|---|
| X | **FULL** license from 09-01-2023 to 09-01-2025 |
| | **PROVISIONAL** license from |
| | **DENIAL** of initial application |
| | **SUSPENSION** of license |
| | **REVOCATION** of license |

**Licensing Consultant:** Raymond Salsbury **Date:** 09-26-2023

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

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

An unannounced annual visit was made to the YMCA After School Program at Clear Creek in Clear Lake on 09-14-23 where I met with the on-site supervisor, Natalie Holding. Jessica Wilkerson is the the executive director of this program and the main program at the YMCA in Mason City. Both are qualified for their positions based on their experience, education, and training. The program is operated out of the Clear Creek Elementary school building. The program is operated independently of the school under a separate board of directors but does have a strong collaborative relationship with the school. The program provides after school programming for school age children only. There are currently 42 children enrolled in the program though all do not attend on a regular basis or at any given time. There are 4 staff working at the center. All areas of the program subject to licensing standards were reviewed.

The program has moved to making use of the "Little Cafeteria" of the school which was estimated to be 64 feet by 45 feet providing a total useable space of 2880 square feet and allowing for 82 children. The YMCA did elect to limit the licensed capacity to 50 children to more accurately reflect their enrollment and daily attendance numbers. In reviewing the programming space there were no issues noted due to maintenance or cleanliness. The little cafeteria is an interior space that does not have any windows and so also serves an emergency storm shelter. There are two sets of doors with one opening on to a hallway, and other to the large cafeteria which has secondary direct egress to the outdoors. Restrooms are located down the main hallway and children are escorted to the restroom once they check into the after school program so that staff are able to ensure the safety and supervision.

The cafeteria is a large open space that has trestle tables arranged but these can be folded and stored to provide room for the children if needed. Because the primary programming space serves as the cafeteria space for the school during the day the program materials are kept in storage and brought out each day. A good variety of options were present that included table games, art/crafts, small manipulatives, and books. Due to the limited hours of operation the center has a very minimal schedule and curriculum but general themes are identified to help guide the curriculum. Natalie did identify that she is currently working to revise the curriculum plan with adding specific focuses on STEM programming, writing skills, and Yoga. Good supervision was provided with staff being engaged with the children. This included staff being positioned around the room and at the various tables where they were playing, coloring, and reading with the children. This allowed staff to implement effective behavior management approaches of positive recognition, reminders of expected behavior, and redirection.

Snacks are provided and the program has worked to eliminate those options that have been identified as not being considered credible as required by CACFP guidelines in the past having credible snack options. There were some issues regarding food storage including items in bulk packaging that had not been placed in an air tight sealable food grade container once the original seal had been broken, and the refrigeration unit not having a thermometer present. Natalie did identify that many of the items that were not properly sealed were items for personal consumption by staff. It was reviewed that all food items whether intended for child consumption or not must be properly stored to avoid being an attractant to insects and rodents, and reduce the risk of spoilage. A menu of served items was maintained.

The program makes use of the school playground which is a large area with several climbing structures and swings that are

intended to provide appropriate play options for several different age groups that attend the school. Wood mulch is used for fall surfacing and the school typically adds material when conducting annual maintenance. The playground was not utilized by the program during the visit, and was not inspected. It is understood that the school has authority over the maintenance of the playground and while the program can report maintenance issues it cannot ensure that they will be acted upon. In the event that an issue is not corrected staff would need to ensure that the children do not make use of that equipment until repairs are made.

Good health and safety policies were observed. The center does have a first aid bag which was stocked with materials necessary to address most common first aid needs though some supplies were limited and need to be replenished including a first aid book. The program does not typically administer medications but does have policies should it become necessary in the future. The center does need to ensure that allergy response plans are in place for all children who have an identified allergy and sample forms were provided to the center. Good hand washing was observed with the staff and children washing their hands prior to snack service, and after restroom use. Chemical cleaners, purses, and other items that could pose a safety risk to children were stored in areas where they were not accessible to children.

In reviewing administrative records the program has posted some required notices on a storage cabinet but also maintains a notebook that has other required elements. In reviewing child files copies of contact information for each child was present and parents use a statement of health and authorization that allows the center to access school health records if needed. Staff files were previously reviewed at the program central office and all required information was present. All required inspection logs and certificates were available and current.

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

This program has seen several changes this year with use of a new space, new on-site supervisor, and staff. This has allowed the program to increase enrollment, and bring a new energy with Natalie looking to revise the curriculum programming, and addressing other issues that have been identified in the past.

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

109.15(5)b: Sanitary and safe methods in food preparation, serving, and storage sufficient to prevent transmission of disease, infestation, and spoilage are followed.Staff preparing food that have injuries on hands wear protective gloves.Staff serving food use clean serving utensils and have clean hands/wear protective gloves.
-- Not all food items were properly stored. All food items whether intended for child consumption or not must be placed in air tight sealable food grade containers once the original packaging seal has been broken. All refrigerator and freezer units must have thermometers present to ensure proper cold holding temperatures are maintained.

**V. SPECIAL NOTES/RECOMMENDATIONS:**

A full license is recommended at this time. Please provide a written response to the licensing consultant identifying a plan of action to correct those aspects cited as not meeting licensing standards and identifying an anticipated date of compliance. At least one visit will be made to the center during the next year.

NOTE: The issue of non-credible snack items has been previously cited. Failure to correct this issue could be viewed as a willful disregard for Licensing Standards and could result in negative action being taken against the center license.

*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.