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

Name of Center: YMCA School Age Care at Dike Elem **Enrollment:** 15 **License ID No. (Reapplications)** 46284

Street: 330 Main St **City:** Dike Iowa **Zip** 50624 **County:** Grundy

Mailing Address: 102 E G AVE, Grundy Center, IA, 50638

Director's Name: Annabelle White **Phone Number:** 319-989-2487

On-Site Supervisor(s): **E-Mail:** myoder@blackhawkymca.org
awhite@blackhawkymca.org
widner@blackhawkymca.org

Date(s) of Visit: 11-14-2022

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: 02-24-2023

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 X 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	0	0	0	21	21
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 11-01-2023 to 11-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Raymond Salsbury **Date:** 11-28-2022

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced annual visit was made to the YMCA School Age Care at Dike Elementary in Dike on 11-14-22. Annabelle White is the program director but she was not in on the day of my visit. Annabelle is well qualified for the position with a BA in Political Science, and has been with the program since January 2021. Josie Durflinger, and Kodie Hoskey were the teachers that were present on the day of my visit. The program is located in Dike Elementary. While the program is overseen by the YMCA board it does have a very collaborative relationship with the school. The program provides after school care to school age children only at this time. There are currently 15 children enrolled in the program though the program is open to all children who attend the school. All aspects of the program subject to licensing standards were reviewed.

The program moved to making use of a new space this year and are now using a classroom that is also used for preschool and other programming during the day. The room has a traditional school room design of being a large open space with several individual student desk and seat units. Windows along the exterior wall provides natural light, a view of the outdoors, and ventilation. A secondary exit providing direct egress to the outdoors is present and is used as the primary entrance for the program. A third door opens to an adjoining classroom. All exits were clear of obstruction and opened easily and freely. The center does need to ensure that evacuation notices for both fire and tornado that include diagram and written instructions are posted by all exits. Several counters and cabinets have been installed which provide for storage of equipment and materials. A sink is present in the classroom to facilitate hand washing. Restrooms are located outside of the classroom off the main corridor and children were escorted to the restroom as needed. The room has space to allow for a capacity of 21 children but the program does have access to other spaces such as the school gym and library. The room was observed to be clean. The school has been having some remodeling and construction work completed and there were several maintenance issues noted that appear to be related to this. The concerns identified included an area of the suspended ceiling above the secondary exit that was not attached to the wall and so was hanging freely, an electrical box located near the ceiling with no cover, and other incomplete renovations such as baseboard trim. While not posing an immediate safety concern these issues do still need to be corrected.

Due to the multiple use nature of the room the program is not able to establish traditional activity centers. There is a wall mounted media center, but otherwise the program maintains items such as art/crafts, small & large manipulatives, table games, and other items in the storage cabinets which can be brought out for use when needed. The program did have a copy of the daily schedule posted but not a copy of the planned curriculum. The staff did identify that the general curriculum is to provide the children with time to complete school work or engage in other quiet activities, and then moving into options for group play outside or in the gym, or individual choice activities. While it is understood that the program is of a limited nature there should still be a planned curriculum identifying either a general theme or specific learning concepts. This will to provide some structure to the program as staff consider what activities to engage in and materials that would be needed. Ratio was maintained in the center as required by age, and staff did ensure that children were always within sight and sound whether in the classroom, or on the playground. Good interactions were observed with the staff assisting the children with their homework, playing with them, and attending to their needs.

Good health and safety practices were generally observed. General cleaning is performed by the school custodial

department but the center does maintain cleaning products that include a bleach water solution to clean and disinfect toys as needed. Chemical cleaners and other items that could pose a risk to children are kept in storage where they are not readily accessible to the children. Good handwashing practices were observed with the staff ensuring the child washed his hands as needed. The center did have one child with a specified medical condition and a well developed response plan was present for that child. A first aid kit was present and stocked with materials to address most common first aid needs. The staff did take the first aid kit when going to the playground.

The program makes use of the school playground which has several climbing structures, swings, and areas where the children can play. Pea gravel is used for fall surfacing beneath the climbing structures and has developed a hardpan layer. Use of the climbing structures should be restricted until such time that the existing material has been aerated or supplemented to ensure a proper depth of loose material. Foam tiles are used for fall surfacing beneath the swings. In addition to the issues regarding the fall surfacing there were some concerns with regard to maintenance of the equipment and the school maintenance department had taken steps to cordon off those areas. The playground is partially enclosed and defined by fencing which was observed to be in good repair. Shade is provided by the building and equipment.

Due to the limited hours of operation meals are not served but an afternoon snack is provided. Snacks are provided by the YMCA and generally consist of prepackaged single serving items. A copy the planned menu was posted and maintained. Several of the snack options are not considered credible in accordance with Child and Adult Care Food Program (CACFP) guidelines. Good food storage practices were observed. The staff did wear food service gloves when preparing the snack which consisted of giving the children a choice of apple sauce or cheese flavored crackers, and water. While water should always be available to children it is not considered a credible food item so that the children should have been provided with both the apple sauce and crackers rather having a choice of one or the other to meet the CACFP guideline of providing 2 credible snack options.

In reviewing administrative records the center does maintain a parent information board but the required notice regarding Mandatory Child Abuse Reporting was not present on the day of my visit. The program uses and electronic file system for child files which were reviewed and contained all required information. One issue that was noted was that while parents have areas to identify any allergies or health concerns the system does not provide a specific Statement Of Health acknowledgement for parents to identify for their children or granting access to school medical records. This should either be added to that electronic system, or as a supplemental form that is maintained for all children. All staff files were reviewed and both staff did not have documentation of a pre-employment physical being present. It was also noted that neither staff had documentation of completion of any training that is required within the first 90 days of employment and it was noted that both had approximately 1 week left to complete that training before it would be considered delinquent. Inspection logs and certificates were current and available with the exception of emergency drill records. The staff confirmed that no drills have been done this year. Emergency drill practice must be conducted and documented each month for both fire and tornado evacuation.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

This program has seen a significant increase in the general enrollment and attendance from the prior year.

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

109.4(3)b: Postings are required for:Mandatory reporter requirements. Notice of availability of handbook.Program activities.These shall be posted in area frequented by parents or public.
-- The notice for Mandatory Child Abuse Reporting was not present on the day of my visit.

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: 2

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.
-- Evacuation postings were not present on the day of my visit. Staff identified that they have not conducted either Fire or Tornado Evacuation drills. -- NOTE: 2ND YEAR CITED

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 fall surfacing on the playground had developed a hardpan layer and needs to be aerated or supplemented. The issues regarding the suspended ceiling above the secondary exit, exposed electrical box, and other maintenance/remodel concerns need to be corrected.

109.15(2): Center shall follow minimum CACFP menu patterns for meals and snacks.Menus planned one week in advance, made available to parents, and kept on file with substitutions noted.Avoid foods with high incident rate of causing choking.
-- Snacks must consist of 2 credible food options. The children were provided a choice of two options rather than being provided with options. In addition some snack items in storage and noted on prior menus would not be considered credible.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license will remain in effect a this time. Please provide a written response to the licensing consultant identifying a plan of action to correct and maintain 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 Licensing Standard for conducting fire and tornado drills was cited for the 2 year in a row. Please provide a calendar of planned drill dates for both fire and tornado for the 2023 calendar year to the Licensing Consultant by 01-01-23. Documentation of those drill shall be maintained at the center location and available for review. Failure to comply could be considered a willful disregard of Licensing Standards and could result in negative action against the center licnese.

*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.