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

Name of Center: Ankeny BASP-Westwood **Enrollment:** 87 **License ID No. (Reapplications)** 44377

Street: 2920 NW 9th ST **City:** Ankeny Iowa **Zip** 50023 **County:** Polk

Mailing Address: 306 SW School ST, Ankeny, IA, 50023

Director's Name: Nancy Jeffs/Jill Heimerman **Phone Number:** 515-289-3925

On-Site Supervisor(s): Brooke Barbour **E-Mail:** basp@ankenyschools.org

Date(s) of Visit: 12-18-2024

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 10-01-2023

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

Date Inspected: 08-10-2022

Comments : Fire inspections are due at least every three years.

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: X Year-round School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General				150	150
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 12-01-2023 to 12-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Maggie Gibson, SWIV **Date:** 12-30-2024

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An off year annual visit was completed 12-18-24; Brooke Barbour on-site supervisor was present through the visit.

This is a before and after school program offered by the Ankeny School District at the Westwood School. Nancy Jeffs is the area director over all these school age programs and Jill Heimerman is the co-director over all of these programs; both meet the requirements to be director. Each school has an on-site supervisor who meets the 75 point requirement for the position. Brooke Barbour became the on-site supervisor 8/2023, and previously had been an on-site supervisor. She is pursuing secondary education and nearing completion of a Bachelor's degree. She has prior child care experience. She meets the qualifications for the position.

This school can be used as a year round site. The before school hours are 6:30-7:45 am except on Wednesday's when they meet until 8:45 am. After school hours are 2:55-6:00 pm. Most of the time the children meet in the gym or cafeteria. The program can also use the computer lab, art room and library for programming space, which allows for smaller groups. There are rotating activity kits between the schools.

Room observations: The program primarily operates from a commons area in the school, with access to restrooms and storage along with the playground. The children were providing snack for the children and preparing for the children to be outside on the playground. The staff were in ratio and appeared responsive to the children. The children readily approached staff to inquire for needs. The areas utilized were clean and organized.

Nutrition Practices: The program offers snacks per CACFP guidelines and in conjunction with BASP nutrition services.

Health and Safety: Medication is stored securely and administered by designated staff. Restrooms utilized are part of the school and maintained by the school. There are first aid kits available. Tornado/Fire drills were documented to have been completed monthly and emergency exit plans posted. The program areas were clean and organized.

Playground: The playground is maintained by the school district and was in good condition.

Transportation: in conjunction with school--using school bus and driver.

Administrative Review: Information for mandatory reporter, handbook accessibility, consultant contact, license, fire/tornado plans and non-smoking signs were posted. This program has an established policy.

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III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

\There is a strong partnership and collaboration between the school staff and the child care staff. BASP staff can

communicate with the school teachers regarding the children in the program and work jointly to have shared expectations, especially with children who have behavior plans, and IEP plan or any special care needs. The school secretary has a radio for the BASP staff and is helpful to inform BASP staff when a parent has arrived for their child early.

The staff work well together and take initiative in the program and offer opportunities for the children to earn extra activities for positive behavior.

The staff have strong parent communication and between staff, working as a team.

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

There were not aspects of operation identified that fall below standards reviewed.

V. SPECIAL NOTES/RECOMMENDATIONS:

This program had a good structure established with the children.

The staff communicate well between themselves, school staff and coordinating parent pick-ups.

The children were observed to be engaged in group activities and to come to staff with requests/assistance.

Staff were observed to be nurturing and responsive to the children.

*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.