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

Name of Center: YMCA School Age Care at Orange Elem **Enrollment:** 48 **License ID No. (Reapplications)** 46522

Street: 5805 Kimball AVE **City:** Waterloo Iowa **Zip** 50701 **County:** Black Hawk

Mailing Address: 669 S Hackett RD, Waterloo, IA, 50701

Director's Name: Brandon Bennett & Bekah Stevens **Phone Number:** 319-433-2880

On-Site Supervisor(s): **E-Mail:** bstevens@blackhawkymca.org

Date(s) of Visit: 12-08-2023

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

LICENSING VISITS

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

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

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

Date Inspected: 08-31-2021

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	75	75
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 01-01-2024 to 01-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 12-27-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 12/08/23 I made an unannounced licensing visit to YMCA School Age Care at Orange Elementary in Waterloo. Annalee Workman is the on-site supervisor, but she was not present during my visit. I was informed she is only at the center Monday through Wednesday. Either a director or on-site supervisor must be on site during the hours of operation. I met with German Alvarenga and Myles Eick the day of my visit. Brandon Bennett and Bekah Stevens are the co-directors. Mr. Bennett is the Director of Youth Development, SAC. Ms. Stevens is the director of the ELC program. Mr. Bennett started with the YMCA on 10/05/22. He has previous experience in childcare, including as an assistant director, in Minnesota. He has not finished his education yet but has completed four years of classes in early childhood studies and secondary education. Mr. Bennett is primarily in charge of the school age programs and Ms. Stevens primarily oversees the early learning center. Ms. Stevens has been employed with the YMCA since September 2020. She has a BA in Social Work and Spanish. Their offices are in the YMCA facility in Waterloo. There are two or three staff members with the children in the morning session and three staff members in the afternoon session.

The program is in Orange Elementary. They operate out of the cafeteria. They also utilize the gym. The before and after school program operates Monday through Friday from 6:30 am until 6:00 pm. The school-age children go to class at 8:25 am and the preschool children go to class at 9:00 am. The preschool children arrive at 3:20 pm and the school-aged children arrive at 3:45 pm. The program serves children who are in preschool through sixth grade. There are currently 48 children enrolled.

The cafeteria allows ample space for free play. Windows provide natural lighting. The gym is spacious and allows for large group activities. Artificial lighting is used. The centers observed include art, library, games, magnets, Legos, and table toys. Centers are stored in a cabinet in the cafeteria.

I visited the program during the morning session. The number of children at the program at any one time is changing constantly because of children arriving and leaving. The program was in ratio the day of the visit.

The children primarily use two bathrooms located near the cafeteria. The girl's bathroom has eight toilets and three birdbath sinks. The boy's bathroom has five toilets, three urinals, and three birdbath sinks. Handwashing procedures were posted in the girl's bathroom but must also be posted in the boy's bathroom. This was cited last year also. Staff members must always maintain visual supervision of the children. Children cannot be sent to the bathroom alone and without supervision of them entering and leaving the bathrooms. When children are in the gym the staff member must stand in the door to see the bathroom and the gym.

The program has a cell phone. Emergency numbers were posted. Emergency fire and tornado emergency procedures and evacuation diagrams were not posted near any of the entrances in the cafeteria. They must be posted by all three. Emergency fire and tornado evacuation diagrams must be posted by the doors that go into the cafeteria in the gym. The lack of emergency evacuation diagrams was cited in last year's report also. Daily schedules were not posted. The schedule must be posted for both the school-age and preschool programs. There was an afternoon schedule in the binder, but it must be posted so parents can see it.

I reviewed documentation of monthly fire and tornado drills for this school year. The program did not have records of fire and tornado drills for the 2022-2023 school year. You must keep records for two years to be reviewed during licensing visits.

I reviewed documentation of monthly playground inspections for this school year. The program did not have inspections for the 2022-2023 school year. You must keep documentation of playground inspections for two years to be reviewed during licensing visits.

A radon test was last completed in May 2019 and should have been repeated in two years. Results were within EPA guidelines at that time. This was cited in the last two years' reports also. The program did not have documentation of an annual fuel burning inspection being completed. This was cited in last two years' reports. A carbon monoxide detector could was on site on top of the cabinet but it was not plugged in. The fire marshal inspection occurred on 08/31/21.

The YMCA offers an afternoon snack. A snack menu was not posted. Staff members reported the snack is provided by the school and they did not think the school provided them with a snack menu. This is required. Disposable products are used so dishwashing is not necessary. The program is not part of the Child and Adult Care Food Program (CACFP) but is following the guidelines. The program does not serve breakfast. You must provide a clean and sanitized table for children to eat breakfast if they bring it. The day of my visit a staff member was eating a doughnut while sitting on the stage. This cannot occur. The children can eat breakfast at school once they are released from the program.

There is a refrigerator on site. A thermometer was not present. Please add one immediately. This has been cited in the last two reports.

The program uses Purell Food Service Surface Sanitizer to sanitize the food tables. Please remember the tables must be cleaned with soap and water prior to the sanitizer.

The parent information is located on a portable bulletin board inside the entrance. The mandatory reporter, childcare consultant and the handbook availability were posted. The license was conspicuously posted. A no-smoking sign was posted at the entrance.

The program uses the elementary school's playground. The area is fenced in. Rubber tiles are used for surface cushioning. There is a variety of climbing equipment. There are climbing walls, slides, bars, rings, spinning toys, steppingstones and a see saw. There are also grassy areas and a basketball court with hoops. Trees are planted for shade.

There is a gym available when the children cannot go outside.

Children files were reviewed at the time of the licensing visit. I reviewed six children files. Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. Three files did not have any medical or dental emergency contact information. Three files did not have information with next of kin with emergency phone numbers. There were no health statements on site and no signed statement that immunization records are with the school for the school-age children. The two preschool children did not have physicals from the doctor or immunization certificates. One child did not have documentation of who has permission to pick the child up.

I reviewed one staff file at the YMCA on 11/28/23. The staff member did not have an Iowa background check (SING) in her file, but this has been corrected. She had an outdated universal precautions training. There was no documentation of any on-going training hours.

Staff members were observed to have terrific interaction with the children.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Mr. Alvarenga states they provide the children with structure and routine.

Mr. Eick states the program helps children make friends. They have a non-verbal child and he makes friends in the program and they make sure he is included in activities.

Mr. Alvarenga and Mr. Eick states the children are good at including other children in activities regardless of age or abilities. It is a good character building experience.

The program provides care to preschool children.

Staff members had great teamwork with one another.

The program is here for the community no matter what. They are here to serve the communities with any childcare needs they may have.

The program meets a need in the community to provide care for children before and after school. They are safe on the school site and do not have to transition to a new location.

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

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.
The program did not have records of fire and tornado drills for the 2022-2023 school year. You must keep records for two years to be reviewed during licensing visits. Emergency numbers were posted. Emergency fire and tornado emergency procedures and evacuation diagrams were not posted near any of the entrances in the cafeteria. They must be posted by all three. Emergency fire and tornado evacuation diagrams must be posted by the doors that go into the cafeteria in the gym. The lack of emergency evacuation diagrams was cited in last year's report also.

109.11(3)d: Record of monthly inspections of outdoor recreation area and equipment shall be kept.
I reviewed documentation of monthly playground inspections for this school year. The program did not have inspections for the 2022-2023 school year. You must keep documentation of playground inspections for two years to be reviewed during licensing visits.

109.11(7)b: Centers at ground level that use basement area as program space, or have a basement beneath program space: Testing and plan for remedy of radon is conducted.
A radon test was last completed in May 2019 and should have been repeated in two years. Results were within EPA guidelines at that time. This was cited in the last two years' reports also. This must be completed immediately.

109.11(7)c: All centers: Annual inspection prior to heating season of all fuel-burning appliances to reduce risk of carbon monoxide poisoning and shall install one carbon monoxide detector on each floor that conforms to UL Standard 2034.
The program did not have documentation of an annual fuel burning inspection being completed. This was cited in last two years' reports. A carbon monoxide detector could was on site on top of the cabinet but it was not plugged in.

109.12(1): Program structure that uses developmentally appropriate practices and written program of activities planned to the developmental needs of children served.Program complements but does not duplicate school curriculum.Schedule of program is posted in a place visible to parents.
Daily schedules were not posted. The schedule must be posted for both the school-age and preschool programs. There was an afternoon schedule in the binder, but it must be posted so parents can see it.

109.15(5)a: Sufficient refrigeration is provided appropriate to perishable food.
Additional concerns: You must add thermometers to the refrigerator and freezer portions. This was cited in last year's report.
The program does not serve breakfast. You must provide a clean and sanitized table for children to eat breakfast if they bring it. The day of my visit a staff member was eating a doughnut while sitting on the stage. This cannot occur.

109.10 (16)a. Supervision. The center director and on-site supervisor shall ensure that each staff member, substitute, or volunteer knows the number and names of children assigned to that staff member, substitute, or volunteer for care. Assigned staff, substitutes, and volunteers shall provide careful supervision.
Staff members must always maintain visual supervision of the children. Children cannot be sent to the bathroom alone and without supervision of them entering and leaving the bathrooms. When children are in the gym the staff member must stand in the door to see the bathroom and the gym.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is issued. All DHS licensing standards and procedures must be maintained during the renewal period.

An administrative change is being made to name AnnaleeWorkman as the on-site supervisor.

I met with Brandon Bennett and Joseph Espinosa at the YMCA on 11/28/23. We discussed the concerns I had with my visit. Mr. Bennett and Mr. Espinosa informed me they are already making corrections to the sites following my email to them with my concerns. If the same violations occur next year the program will be placed on a provisional 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.