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

**Name of Center:** KCE Champions LLC @ Bryant Elementary **Enrollment:** 34 **License ID No. (Reapplications)** 52270

**Street:** 1280 Rush ST **City:** Dubuque Iowa **Zip** 52003 **County:** Dubuque

**Mailing Address:** PO Box 39 , Swisher, IA, 52338

**Director's Name:** Alicia Bonifas **Phone Number:** 319-573-9473

**On-Site Supervisor(s):** Laura Ihrig **E-Mail:** Alicia.Bonifas@discoverchampions.com

**Date(s) of Visit:** 10-22-2024

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

**LICENSING VISITS**

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

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

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

**Date Inspected:** 07-28-2023

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

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

| LICENSE CAPACITY | Infants | 2 Years | Preschool | School-Age | Capacity |
|---|---|---|---|---|---|
| General | | | | 90 | 90 |
| Summer | | | | | 0 |

**QRS Rating:** N/A

| RECOMMENDATION FOR LICENSE: | |
|---|---|
| X | **FULL** license from 08-23-2023 to 09-01-2025 |
| | **PROVISIONAL** license from |
| | **DENIAL** of initial application |
| | **SUSPENSION** of license |
| | **REVOCATION** of license |

**Licensing Consultant:** Heidi Hungate **Date:** 10-29-2024

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

N/A

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

An unannounced off year visit was completed at this center on 10/22/24. Present for the licensing visit was the approved on site supervisor, Laura Ihrig, and another staff. The center director for the KCE Champions child care programs in the Dubuque area is Alicia Bonifas. Alicia was not present on site for the licensing visit. This site is one of several before/after school programs offered in a public school building and is owned and operated by KCE Champions LLC. The center is for profit. This particular site is located within the Bryant Elementary School. The program serves school-age children currently from this school only on school days.

The school gym is the primary licensed program space. The program includes several storage cabinets located in the hallway outside of the gym.
Several shelving units and other various items are brought into the gym area that include program materials. Room 11 is the program's alternative space if the gym is not available. It is noted that room 11 has a maximum capacity of only 60 children. The children have to travel outside of the program space a distance to use the restroom for toilet and hand washing activities. All program space was observed.

The center does not participate in the CACFP. The center serves morning and afternoon snack. The center contracts with the Dubuque School District to provide the snacks to the center.

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

The center provides a needed service to the community. The staff at this site appear to work well together and were observed to be engaged with the children in activities including an organized activity/art project. The staff appeared to know the children well, and the children respond well to the staff.

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

STAFF FILES:
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.
1. _1_ staff file reviewed did not have physical completed pre-employment as required.

CHILD FILES:
109.9(2)b All files contain sufficient information and authorization to allow the center to secure emergency medical and dental services at any time child is in center's care.
1. Child attending the center without complete enrollment information, missing doctor, dentist, hospital information.

109.9(3): Signed and dated Iowa immunization certificates are on file for each child enrolled.

1. _3_ immunization certificates not valid. Signed and dated IDPH certificate required to be on site for each child before the child can attend the center.

109.10(9): First aid kit: The center shall ensure that a clearly labeled first aid kit that is sufficient to address minor injury or trauma is available and accessible to staff at all times when children are:In the center.In the outdoor play area.On field trips.
1. First aid kit missing whistle.

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.
1. Fire and tornado drill records could not be located for 2023 months since opening (last licensing visit completed 9/13/23) or for 5/2024.
2. Emergency plan postings in gym are missing the written instructions for fire and tornado.
3. No emergency plan postings in the alternate space (library).

109.11(3)d: Record of monthly inspections of outdoor recreation area and equipment shall be kept.
1. Playground inspection records could not be located for 2023 months since opening (last licensing visit completed 9/13/23) or for 5/2024.

**V. SPECIAL NOTES/RECOMMENDATIONS:**

1. Files need additional organization. The on site supervisor for the program states she has been working diligently at this.
2. Hand washing procedure postings needed in the restrooms used on the main floor.

The center will continue with a full license, however, prompt attention is needed to correct the items cited and items noted above in this section of the report. It is noted that the center director and the on site supervisor are both new to the program at the start of this school year and both appear highly motivated. The center is directed to correct the items cited and the items noted above in this section of the report and to submit a written summary to the licensing consultant as to how and when those corrections are/will be completed. The written summary shall be submitted within 30 days of receipt of this evaluation. Thank you.

*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.