

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

Name of Center: Woodbine Latchkey Program **Enrollment:** 83 **License ID No. (Reapplications)** 14176

Street: 501 Weare Street **City:** Woodbine **Iowa Zip** 51579 **County:** Harrison

Mailing Address: 501 Weare Street, Woodbine, IA, 51579

Director's Name: Jill Ridder **Phone Number:** 712-647-2525

On-Site Supervisor(s): Dee Thoms **E-Mail:** jridder@woodbine.k12.ia.us

Date(s) of Visit: 01-29-2025

X **Licensing Visit** X **Unannounced Visit** **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 X **State** **Local** **NA** **Is Fire Inspection Approved?** X **Yes** **No** **NA**

Date Inspected: 12-06-2023

Comments :

LICENSE TYPE: X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

Financial Type: Profit X Non-Profit NA

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

HOURS: Year-round School-Year Summer Only

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General			20	30	50
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	FULL license from 01-01-2025 to 01-01-2027
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Kathy DeGeorge-Evans

Date: 02-12-2025

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced licensing visit was made to Woodbine Latch Key on 1-29-2025. The center is located in the Woodbine Community School building. The program provides child care to preschool and school age children Monday through Friday 7:00 am to 5:30 pm. Full day child care is offered for in-service days, professional development days, holiday breaks and during the summer.

Jill Ridder is the director of the center, she is the elementary school principal and special education director. Dee Thoms is the on-site supervisor.

There are 83 eight children enrolled. I met with Dee on the day of my licensing visit.

Observation of rooms:

The center has Tiger Tots for preschool age children- there are two program rooms located across the hall from the latch key program for school age children. The latchkey school age children were in school at the time of my licensing visit, make sure you have lesson plans/activities for the school age program.

The rooms have a great variety of age and developmentally appropriate toys and equipment. The preschool age children are combined with the latch key program for a period of time in the morning and in the afternoon. There is a morning and afternoon preschool session through the school.

The Tiger Tots program uses the A-Z Toddler & Preschool curriculum and Positive Action curriculum for pre-K. Pinterest is also used for craft ideas. Staff in each room prepare the lesson plans/activities. Smartboards are incorporated for music and movement activities. A new sensory wall activity was purchased as well as other sensory items, new soccer balls/nets and volleyballs. Dee said the program rotates table time manipulatives and activities.

The Preschool age children were having fun playing. Staff had excellent interactions with the children, they are nurturing and attentive to the needs of the children.

The restrooms are located in the Tiger Tots room and in the hall way.

The center uses the Brightwheel child care app.

During the summer the center takes fun and educational field trips.

Nutrition:

The program provides the daily snack with more variety of choices. Lunch is prepared by the school. During the summer, in service days and breaks the children bring a sack lunch - these are kept in the refrigerator. Menus were posted. Make sure the meals comply with the CACFP food guidelines.

Proper food storage was observed, the refrigerator/freezer had thermometers.

Health and safety:

Radon testing was completed in September, October and November of 2022 for the three program rooms, the test results were in the acceptable range. Since you are in a school the Department of Education is responsible for radon testing, DHHS licensing is no longer required to review radon testing information - make sure testing continues and that your test scores are under 4.0 pCi/L.

The annual fuel burning inspection/boiler inspection ere completed.

Monthly fire and tornado drills are practiced and documented.

The medication management procedures are followed when a child is prescribed medication.
First aid kits were properly stocked.
The center uses Quat Plus TB for sanitizing.

Playground:

The school playground is used for the programs. The center documents monthly playground inspections.

Transportation:

Some children ride the school bus and the school bus is used for field trips.

Administrative records:

Director Jill Ridder and on-site supervisor Dee Thoms meet weekly. Dee has monthly staff meetings and she has implemented the "Power Hour" where staff celebrate and collaborate with sharing information i.e. crafts and activities, she also has daily communication with staff.

Child files were read, the preschool files need a copy of their annual physicals. Dee reported that the school nurse has the physicals and that she will get copies. Make sure you have the annual statement of health form signed by the parent for the school age children. Staff files were read and were in good order.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Dee Thoms is organized, enthusiastic and creative. Staff had excellent interactions with the children, they were positive and attentive to the needs of the children. The program is an excellent resource for the community.

The center receives grants for equipment and supplies including a grant for trauma/mental health and STEM. New items have been purchased; A new sensory wall activity item that many Tiger Tot children have been enjoying, other sensory items, new table top shuffle board, new soccer balls/nets and volley balls.

The center may apply for IQ4K in the future.

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

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is recommended for 1-1-2025 to 1-1-2027.

*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.