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

Name of Center: Crayons 2 Pencils Recreation Center **Enrollment:** 127 **License ID No. (Reapplications)** 51068

Street: 515 Sunset DR **City:** Norwalk Iowa **Zip** 50211 **County:** Warren

Mailing Address: 800 Colonial CIR, Norwalk, IA, 50211

Director's Name: Jill Larsen, Cindy Gavin **Phone Number:** 515-243-2802

On-Site Supervisor(s): Sarah Sullivan **E-Mail:** crayons2pencils@yahoo.com

Date(s) of Visit: 10-05-2023

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 07-01-2022

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

Date Inspected: 10-11-2023

Comments : 11/15/23 compliance date

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: X Year-round School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General				237	237
Summer					0

QRS Rating: 4

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 09-01-2022 to 09-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Melinda Larson, Child Care Licensing Consultant **Date:** 10-06-2023

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Crayons 2 Pencils Rec Center opened in June 2020. The center is located in a single standing building that has a secured entrance. The child care center has a security system that has cameras in classrooms and outside the child care center. Jill Larsen and Cindy Gavin are the owners of the daycare center. They also own Crayons 2 Pencils Early Learning Center. Sarah Sullivan is the assistant director. The center is very spacious and has several program rooms set up in the building that have established interest centers: arcade/games, art room, legos/engineering, fitness, multipurpose, gym, culinary/kitchen. There are two playground areas.

An unannounced visit was completed on today's date. All areas subject to DHHS licensing rules were reviewed. Mandatory postings are in place at the center's entrance. Schedules/lesson plans are posted by classrooms. Each classroom has age appropriate supplies, toys and materials. The multipurpose room is used by the KinderPrep class. This room has several labeled interest centers. Each child has a locker at the center's entrance. The center has a white board where program areas are listed. Staff have the program areas listed that children can choose to go to during their time at the center.

During today's visit, the KinderPrep class was in operation. This class is a group of four and five year old children. There were twenty two children in attendance. Two staff were working. These staff have CDA certification. The class was observed on the playground and in the multipurpose classroom. Their lesson plan for the week is "Leaves". Children were observed during child directed play and learning activities in the classroom. Children played individually and in small groups. Staff assisted children in all their activities.

The center serves breakfast, lunch and afternoon snack in the summer. Food is prepared at Crayons 2 Pencils Early Learning Center. This center has a kitchen. During the school year, breakfast and afternoon snack are served. Menus are on a weekly rotation. Menus were reviewed.

The center has two playgrounds. The main playground area has basketball hoops, soccer field, large grass area. There is a climbing structure that has sand for surfacing. The smaller playground has mini golf and sand volleyball. The center completes monthly playground checks.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center participates in QRS and have a four star rating. Jill and Cindy have many years of experience in the child care field. The center has spacious classrooms that are well furnished with age appropriate learning and play materials. The children have large motor play daily through the use of the gym and playgrounds.

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

109.7(1): All staff(within first 3 months of employment)Two hours of approved training FOR the mandatory reporting of child abuse.At least one hour of training regarding universal precautions and infectious disease control.Certification in American Red Cross, American Heart Association, American Safety and Health institute or MEDIC First Aid infant, child, and adult cardiopulmonary resuscitation (CPR) OR equivalent certification approved by the department. A valid certificate indicating the date of training and expiration date shall be maintained.Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross,American Heart Association, American Safety and Health Institute or MEDIC First Aid or an equivalent certification approved by the department.A valid certificate indicating the date of training and expiration date shall be maintained.Minimum health and safety trainings, approved by the Department. If significant changes occur to content, the Department may require the training be renewed.
Two staff haven't taken mandatory trainings in the required time frame.

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.
Three new staff haven't completed physicals.

109.10(1)a: Preschool (for children five years and younger not enrolled in school): Physical exam report submitted within 30 days of admission, was obtained no more than 12 months prior to admission, is signed by a licensed MD, DO, PA, Chiropractor or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.
The KinderPrep children files don't have updated physicals. The center doesn't get updated physicals when children's physicals expire. They ask for physicals at the time of annual updates.
This was discussed as expired physicals has been a cited violation during previous annual visits.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center has a full license.

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact me (phone 515-362-7823; email mlarson@dhs.state.ia.us) so that we may discuss the issue. If necessary, I can make a notation in your record. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report. If you have the need for any additional information discussed during my visit, please contact me and I will forward the information to you. Thank you.

*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.

*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.