

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

Name of Center: St Edwards Before & After School **Enrollment:** 159 **License ID No.** 22663
(Reapplications)

Street: 139 E Mitchell Ave **City:** Waterloo **Iowa** **Zip** 50702 **County:** Black Hawk

Mailing Address: 600 Stephen AveBlessed Sacrament ECC, Waterloo,
IA, 50701

Director's Name: Carley Epling **Phone Number:** 319-236-6131

On-Site Supervisor(s): Nancy Junnings **E-Mail:** cepling@cvcatholic.org

Date(s) of Visit:

Licensing Visit **Unannounced Visit** **Off Year Visit** X **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: 10-26-2018

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:	<u>Year-round</u>	<u>School-Year</u>	<u>Summer Only</u>		
LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	0	0	50	50	100
Summer					0

QRS Rating: 4

RECOMMENDATION FOR LICENSE:	
X	FULL license from 11-01-2019 to 11-01-2021
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost

Date: 09-21-2020

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 10/22/19 I made an unannounced licensing visit to St. Edward Early Childhood Center in Waterloo. I met with Carley Epling, the director of the program. Ms. Epling has a BA in elementary education and fifteen years of experience in a child care center. She started with the program in May 2019 and became the director in October 2019. I also met with Nancy Junnings, the on-site supervisor for the program. She has been with the Cedar Valley Catholic School system for 28 years. There are eight staff members employed by the program.

The program operates Monday through Friday from 6:30 until 8:30 am and 3:30 pm until 5:30 pm. It serves four-year-olds through school-aged children. The program is located on the grounds of St. Edward's Catholic Church in the building that was once the convent. There are currently 159 children enrolled.

The Cedar Valley Catholic School system busses the preschool children over to Blessed Sacrament Catholic School for school. The school-aged children are walked over to St. Edward's Catholic School. The preschool children are bussed back over to St. Edward's Early Childhood Center for daycare at the completion of the school day.

The program operates out of three rooms. An inspection of each room was completed. Windows provide natural lighting. The rooms are decorated with the children's art projects, and posters to assist the children with the learning process, such as the alphabet. Rooms were within ratio during my visit.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, computers, art, dramatic play, writing, math, science/discovery, sensory table, music and movement, and Play-Doh. Centers were arranged in a manner that allowed easy movement between activities, but it also allowed for clear supervision by staff members. Materials were in good condition. The materials are located at child level so they were easily accessible to the children.

There are three bathrooms on the main level of the daycare. The bathroom near the office has one toilet, one urinal and one sink. The bathroom near the back of the program had two toilets and one sink and procedures were posted. The bathroom in the entrance has one toilet and one sink. The bathroom on the upper level has one toilet and one sink. Handwashing procedures were located in all locations.

There was a phone with emergency numbers in the rooms. Emergency fire and tornado procedures and diagrams were posted by the main program and outdoor exits in all rooms. A daily schedule was posted in each room on the lower level, but it was for the summer hours. There was not a daily schedule on the upper level. Please post a daily schedule for the school-year program in all areas.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in October 2019 and is good for two years. Results were within EPA guidelines. The fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site in the ballroom and in the hallway on the upper level. Outlets were protected. The fire marshal inspection occurred on 10/26/18.

The center has a complete first-aid kit and it is replenished as necessary. Please remove the rubbing alcohol from the first-aid kit near the back of the center. This item cannot be used on children.

The program is not on the Child and Adult Care Food Program (CACFP), but follows the guidelines. The children are not provided breakfast, but if they bring something to eat they are seated at a table that has been cleaned and sanitized. The school-aged children are provided an after school snack. The preschool children receive snack at school prior to returning to child care. A snack menu was available for review.

There is a kitchen in the program. There is a refrigerator and thermometers were present. Food items were stored according to NHSPS guidelines. There is a dishwasher to wash all dishes and they also have two sinks available.

The center uses bleach and water to sanitize the food tables.

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

Staff and children files were reviewed at the time of the licensing visit. I reviewed 20 children files. They were in good condition.

I reviewed four staff files. One staff member did not have documentation of on-going training hours.

I reviewed policy and procedures, staff and parent handbooks. The necessary written emergency procedures and policies were present. Emergency Preparedness Plans have been completed.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program has a Quality Rating System (QRS) level of 4 that expires on 04/30/21.

The program has a secured building with cameras in the entrance.

The program made a lot of changes this year. They became a before and after school program only. They provide bussing for the preschool children to and from Blessed Sacrament Catholic School for preschool.

Ms. Epling and Ms. Junnings are dedicated to the program and providing a safe environment for the children they serve.

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

109.7(2): Center directors and all staff have the required contact hours of training.
Number not in compliance: 1

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.

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 Carley Epling as the new director and Nancy Junnings as the new on-site supervisor.

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact me (phone 319-292-2429; email rfrost@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.

An administrative change is being made to change the capacity to 100 children. The child care program is on the same property, but moved from the building that was once the convent into St. Edward's school.

An administrative change is being made in September 2020 to reflect the change of address for the program. They have moved from the previous location to inside the school.

*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.