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

Name of Center: Charles City YMCA Before & After School Program **Enrollment:** 60 **License ID No. (Reapplications)** 22219

Street: 1406 N Grand Ave **City:** Charles City Iowa **Zip** 50616 **County:** Floyd

Mailing Address: 800 Hulin St, Charles City, IA, 50616

Director's Name: Andrea Riedemann **Phone Number:** 641-228-2254

On-Site Supervisor(s): **E-Mail:** andreaymca18@gmail.com andreaysguys@yahoo.com

Date(s) of Visit: 02-20-2023

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: 03-24-2021

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 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	0	0	0	65	65
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 03-01-2022 to 03-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Raymond Salsbury **Date:** 02-21-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced annual visit to Charles City Family YMCA Before and After School Program on 02-20-23 where I met with program director Andrea Riedemann. Ms. Riedemann has a BA in elementary education and has been with the Charles City YMCA since December 2005. Her office is located in the YMCA facility in Charles City and she works at the before and after school program during both the morning and afternoon hours. The program is located in Washington Elementary in Charles City but operates independently of the school under a separate board of directors. The program provides before and after school programming, and summer programming to school age children only. There are approximately 60 children enrolled in the program at this time though Andrea stated only about 30 children attend on a regular basis. There are currently 3 staff members employed by the program one of which is a volunteer. All aspects of the program subject to Licensing Standards were reviewed during the visit.

The layout of the building and programming spaces remains the same as identified in previous reports. The program primarily operates out of the cafeteria area, but also utilizes the school gym. The cafeteria and gym both have designs typical of their intended use with large trestle tables in the cafeteria, and the gym being a large open space. Windows along the exterior wall provide natural lighting in the cafeteria and artificial lighting is used in the gym. Both have multiple exits leading to both interior corridors, and directly to the outdoors. All exits were clear of obstruction. There were no issues noted with regard to maintenance or cleanliness in either area. Restrooms are located off the main hallway outside of both areas.

As with the physical facilities the general program also remains the same as observed in the past. Due to the multiple use nature of the facilities the program is not able to create traditional activity engagement centers. The program does create "table top" centers by placing items that include crafts/art, library, Legos, games, table toys, Play-Doh, and puzzles at different tables in the cafeteria. There is also a media center where videos can be projected onto the wall. The equipment was observed to be in good repair and appropriate to the ages of the children present. A copy of the daily schedule is posted and the center does implement general curriculum themes related to the seasons and holidays. Due to the limited nature of the program the curriculum is limited during the school year but more developed in the summer months when a "weekly camp theme" approach is implemented where the focus is more on field trips and active play. Good engagement and staff interactions were observed with the staff joining the children in the games and activities they were engaged in. The staff readily recognize the children and have very strong and positive relationships with them that allow them to approach the children in a familiar manner and respond to situations in an individualized way to encourage positive behavior and resolve problems.

Due to the limited hours of operation meals are not served by snacks are provided. Snacks consist primarily of a variety of pre-packaged single serving items, and a few bulk items. The snack on the day of my visit included cheese and crackers, and water to drink. A menu of served snacks is maintained. Snacks are stored in a cabinet in the cafeteria and refrigeration units are available for those items that need to be kept cold. Good food storage and handling practices were observed.

Good health and safety practices were observed on the day of my visit. Hand sanitizer stations are located throughout the school including in the cafeteria. The children were also directed to wash their hands prior to entering the program. As

noted the children primarily use two bathrooms located down the hallway from the cafeteria. A first aid kit is kept in the office area of the program located just off the cafeteria space and a good supply of materials necessary to address common first aid needs were present. Due to the limited hours of operation during the school year medications are not administered but the center does have policies in place should it become necessary, and for operation during the summer. The school custodial staff are responsible for the primary cleaning of the facilities but the staff do clean as needed during the day. Chemical cleaners, personal items, and other items that could be a safety risk to children are stored in areas where they are not readily accessible to the children.

The center does have access to the school playground. There are two areas with climbing structures with one intended for younger children, and the other for older children. The equipment was observed to be in good repair. The playground makes use of stabilized rubber pellets for fall surfacing. While it is understood that the program has no authority over the maintenance and repair of the playground it can provide those concerns to the school, and then limit the use of those facilities until corrections can be made.

In reviewing administrative records all postings were present and in an area readily accessible and visible to visitors. All child files were reviewed and it was noted that while Andrea identified there were approximately 60 children enrolled with 30 attening, there were only 30 files present. In reviewing the files 19 were found to not have been updated or have a current physical. All staff files were reviewed. The file for Andrea was current, but the file for her co-worker only contained documentation of trainings with Andrea identifying the other information was at the YMCA office. An email was received from Andrea with the date of the physical, and background checks. Andrea did not that the background check initially done for the employee used another commercial vendor which the YMCA uses for all general checks, and so she did complete an Iowa SING check on 02-21-23. The background check for the program volunteer had also expired and needed to be renewed. All inspection logs and certificates were current and available.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

This has been a very stable program with regard to the day to day functioning of the program. While the program tends to use younger college and high school students which can result in turn-over of staff Andrea and her volunteer have been with the program for many years which provides a strong and stable core for the program.

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

109.6(6)c: Center repeats Iowa record checks at a minimum of every two years or when aware of additional child abuse or criminal history that occurs.
-- Number not in compliance: 1

109.9(1)b: All files contain:A signed copy of DHS criminal history record check or any other permission form approved by the Department of public Safety for conducting an Iowa or national criminal history check. A copy of Request for Child Abuse Information.Copies of the results of Iowa records checks conducted.Copies of national criminal history check results.Any Department-issued documents sent to the center related to records check.
-- Number not in compliance: 1

109.9(2): All files are updated at least annually and when a change occurs.
-- Number not in compliance: 19

109.10(1)b: School-age (for children five years and older and enrolled in school): Annual statement of health status signed by parent is submitted prior to admission, certifies that the child is free of communicable disease, and lists allergies, medications and acute/chronic conditions.
-- Number not in compliance: 19

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license will remain in effect at this time. Please provide a written response to the licensing consultant identifying a plan of action to correct and maintain those aspects cited as not meeting licensing standards and identifying an anticipated date of compliance. At least one visit will be made to the center during the next year.

*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.