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

Name of Center: St Edwards Before & After School **Enrollment:** 37 **License ID No. (Reapplications)** 22663

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): Mary Kreger & Brooklyn Kiewiet **E-Mail:** cepling@cvcatholic.org

Date(s) of Visit: 10-17-2023

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

LICENSING VISITS

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

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

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

Date Inspected: 09-18-2023

Comments :

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

Financial Type: Profit X Non-Profit NA

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	0	0	0	75	75
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 11-01-2023 to 11-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 10-17-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 10/17/23 I made an unannounced licensing visit to St. Edwards Before and After School program in Waterloo. Carley Epling is the director of the program, but she was not present. Ms. Epling has a BA in elementary education and previous experience in a childcare center. She started with the program in May 2019 and became the director in October 2019. She obtained her National Administrator Credential (NAC) in August 2020. I met with Brooklyn Kiewiet, an on-site supervisor for the program. She has been with the Cedar Valley Catholic School system since August 2021 and became the on-site supervisor in August 2023. Mary Kreger is also an on-site supervisor. There are five staff members employed by the program.

The program operates Monday through Friday from 6:30 until 8:35 am and 3:30 pm until 5:30 pm during the school year. They do not operate during the summer months. It serves only school-aged children. The program is in St. Edward's Catholic Elementary School. The program moved into the school during the 2020-2021 school year. There are currently 37 children enrolled.

The program operates out of two rooms and have use of the gym. An inspection of each room was completed. Windows provide natural lighting. The program was within ratio during my visit.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, art, writing, math, science/discovery and music and movement. 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.

The program uses the Brightwheel app to communicate with parents and to sign children in and out of the program. Staff members also use the app to communicate with one another.

There was a phone with emergency numbers in each room. Emergency fire and tornado procedures and evacuation diagrams were posted near the main program doors and outdoor exits in the classrooms and gym. A daily schedule was posted in each room.

The program uses bathrooms near the childcare entrance. The girls' bathroom has two toilets and two sinks and the boys' bathroom has two toilets, two urinals and two sinks. Handwashing procedures were posted in both locations. There is also a bathroom available in the gym. The bathroom has one toilet and one sink. Handwashing procedures were posted. There are additional bathrooms in the school.

I reviewed documentation of monthly fire and tornado drills. Monthly playground inspections were completed last school year. The program is not using the playground but know if they decide to the monthly inspections must occur. A radon test was completed in November 2022 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 each room. In the room for the older children, it is located under the shelves and in the room for the younger children it is located near the flag.

Outlets were protected. The fire marshal inspection occurred on 09/18/23.

The center has a complete first-aid kit and it is replenished as necessary.

The program is not on the Child and Adult Care Food Program (CACFP). The children are not provided breakfast, but they are released to the school at 8:00 am if they want to eat breakfast. The children are provided an after-school snack. A snack menu was available for review. Snack is provided by the childcare center. Snack menus were available for review and CACFP guidelines are followed.

The children eat snack in the school cafeteria. There is a refrigerator and a thermometer was present. Food items were stored according to NHSPS guidelines. Disposable products are used so dishwashing is not necessary.

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

The parent information is located on a window where the children enter the daycare. The mandatory reporter, childcare 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 eight children files. They were in great condition. I reviewed three staff files. They were in great condition.

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

Staff members had great teamwork. All the children start out in the gym and then split into groups as more children arrive. The younger children were taken into their classroom by a staff member. She sat with the children and was drawing with them. She offered the children options and maintained positive conversation. Positive redirection was used when necessary. The other children were playing a large group game in the gym. All the children were involved and they appeared to enjoy themselves. Staff members provided close supervision.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Kiewiet states Nancy Junnings, the former on-site supervisor who retired, left a detailed notebook of details on what needed to be done at the program so it would be an easy transition.

Ms. Kiewiet states they have reliable staff members. She states she has always loved working at St. Ed’s and it is a great place and program.

Ms. Kiewiet states they provide a very consistent routine for the children.

The program provides a fun atmosphere for the children and they have a good time.

The program provides parents a safe place for their children to be cared for and parents do not need to worry about them.

The program has a great system of communication between staff members using two-way radios.

The program is in a secure building. There is a camera so staff members can see who is at the door.

Ms. Epling obtained her National Administrator Credential (NAC) in August 2020. She is certified in first aid and CPR so that she can provide the training to the employees.

The program uses the Brightwheel app to check children in and out of the program. They also use it to communicate with families and between staff members.

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

N/A

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 Brooklyn Kiewiet as a new on-site supervisor. Joni Morgensen has left the program. Mary Kreger remains an on-site supervisor also.

*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.