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

Name of Center: Families First Child Care and Learning Center **Enrollment:** 106 **License ID No. (Reapplications)** 51155

Street: 1661 3rd St SW **City:** Waverly Iowa **Zip** 50677 **County:** Bremer

Mailing Address: 1661 3rd ST SW, Waverly, IA, 50677

Director's Name: Beth Burrow **Phone Number:** 319-559-2450

On-Site Supervisor(s): Elizabeth Carolus **E-Mail:** familiesfirstiowa@gmail.com

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

Date Inspected: 03-29-2021

Comments : Compliance 04/02/21

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: X Infants (0-23 mo.) X 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	24	16	40	25	105
Summer					0

QRS Rating: 1

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 04-06-2021 to 08-01-2023
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 03-06-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 07/13/22 I made an unannounced off year licensing visit to Families First Child Care and Learning Center in Waverly. I met with Beth and Ken Burrow, the owners of the center. Mrs. Burrow is the director for the program. She was a teacher at Waverly-Shell Rock. She is endorsed for TAG instruction for k-12. She has a master's degree. She was the Assistant Director at the Waverly Public Library for several years (including running the Toddler and Preschool Storytimes). Mrs. Burrow has taught at Hawkeye Community College for over 20 years. For 12 years Mr. and Mrs. Burrow have taken trips to an orphanage in Haiti where they were instrumental in setting up a Day Care for their workers. Kaylie Yanda is the on-site supervisor. She has an AA in early childhood education and is almost through school to have a BA in early childhood education. She has previous experience working in child care. She has been with the program since April 2021. There are 38 staff members employed by the program.

The program operates out of a free-standing building. The program was given permission to open on 04/06/21. The center operates Monday through Friday from 6:00 am until 6:00 pm. It serves infants through school-aged children. There are currently 106 children enrolled. There are resources for parents inside the entrance. The center partners with Taylor Physical Therapy to provide services to children with identified needs. They also work with Central Rivers AEA.

The center operates out of the following rooms: infant room, one-year-old room, two-year-old room, three-year-old room, four-year-old room and school-age room. An inspection of each room was completed. Windows provide natural lighting in all the classrooms except for the school-age space which is in the middle of the center. The rooms are decorated with pictures of the children, the children's art projects, and posters to assist the children with the learning process, such as the alphabet, shapes, colors and numbers. The children's birthdays are posted. There is an area for circle time in the classrooms.

The centers observed on the day of the licensing visit include library, blocks, table toys, games, puzzles, transportation, Play-Doh, puppets, art, dramatic play, writing, math, science/discovery, sensory table and music. 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 center offers a three-year-old preschool class and a four-year-old preschool class that operates Monday through Friday from 9:00 am until 11:30 am during the school year. Mrs. Burrow is in contact with the Waverly School District and plans to partner with them next school year to provide the voluntary four-year-old preschool program in the center.

The center uses a variety of resources to develop lesson plans. Teachers prepare their own lesson plans. Activities are based on weekly themes. Lesson plans were available for review in each room except for the four-year-old classroom. There was not a pattern of disregard so this will not be cited.

There was a phone with emergency numbers in the school-age space and in the office. Rooms communicate with one another with walkie talkies. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors and outdoor exits. A daily schedule was posted in each room.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in March 2022 and must be repeated in two years. Results were within EPA guidelines. The fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was present in the school-age space in the middle of the center. Outlets were protected. The fire marshal inspection occurred on 03/29/21, with compliance on 04/02/21.

The center is using the Daily Connect app for daily sheets for the children under the age of two. All the rooms are using the app to communicate with the families. Staff members can send the parents pictures. The information is emailed to parents at the end of the day. The center used the When I Work app for staff members scheduling and communication.

In the one-year-old room staff members are not using medication authorization forms to document the use of over-the-counter medicated products, such as diaper creams. They were being used in other rooms. There was not a pattern of disregard so this will not be cited.

The center does not participate in the Child and Adult Care Food Program (CACFP) but does follow the guidelines. The program provides breakfast, lunch and a morning and afternoon snack. For the most part meals and snacks are prepared on site. They have use of an air fryer, roaster and instant pot. If something needs to be fried for a meal, they make it at a local church and bring it back to the center. The center uses a five-week rotation of menus. Menus are posted on the Daily Connect app for parents.

The kitchen was observed to be clean and organized. There is an industrial refrigerator and freezer and thermometers were present. There are two dishwashing sinks and an industrial dishwasher. All dishes are returned to the kitchen to be cleaned and sanitized. Food items were stored according to NHSPS guidelines. All staff members have completed the Serv Safe training. The center is currently dishing the plates out for the children but plan to return to using family style.

The center provides one brand of formula, jar food and cereal for the infants. Parents are allowed to bring their own formula and food for the infants if they want a different brand. Bottles are made in the classroom and cleaned and sanitized in the room. A refrigerator was in the infant room and one-year-old room and thermometers were present.

Bleach is being used to sanitize the food tables and disinfect the changing tables. I observed the teacher prepare the tables for snack and lunch and proper procedures were followed. I also observed staff members clean and disinfect diaper changing tables and procedures were followed. I observed staff members holding the children while cleaning and disinfecting the changing table. You cannot hold children while cleaning and disinfecting the changing tables. After a diaper change wash the children's hands, set them on the floor and return to clean and disinfect the changing table. Staff members and children were observed washing their hands and IDPH handwashing procedures are followed.

The parent information is located on a bulletin board inside the entrance. 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 members were observed to have terrific interaction with the children. Staff members were on the floor engaged in activities. Staff members maintained positive conversations with the children and provided them with praise. Positive redirection was used when necessary. Staff members assisted children with handwashing. They introduced activities to the children and used play as an opportunity to teach the children about colors and counting. Staff members encouraged the children to use their imaginations. Several rooms had child friendly music playing. The children seemed to enjoy and feel comfortable in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Burrow states there is an insane wait list for the infant room.

Ms. Burrow states partnering with Taylor Physical Therapy has been terrific. They attend quarterly meetings with the staff members and put information in their monthly newsletter for parents. They come to the center and do universal assessments for all the children. They provide physical therapy, speech, occupational therapy. Ms. Burrow states she has learned so much from working with them.

Ms. Burrow states they provide parent-teacher conferences in March but they are considering doing them every six months.

There is a video playing in the entrance of the center that introduces all the staff members.

The program is flexible and tries to work with families to provide care.

Ms. Burrow states that she and Mr. Burrow have terrific teamwork. She states he takes care of all the paperwork and forms. They both have a passion for the children. They are open to trying new things and problem solving to provide the best environment possible to the families they serve.

Beth and Ken Burrow have done an amazing job with this center. They have made a strong effort to learn the licensing standards to provide quality care in their center. They are dedicated to the center. They work with Child Care Resource and Referral and the child care nurse consultant to continue to learn and grow.

Mrs. Burrow states they know several community members which can be an asset.

Mrs. Burrow states they have great staff members employed at the center.

The program has developed a website and a Facebook page.

The library visits the center once each week. The librarian reads the children books and brings books for the center to use with the children.

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

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is issued for the remainder of the licensing period. All DHS licensing standards and procedures must be maintained during the renewal period.

An administrative change is being made to name Elizabeth Carolus as the new on-site supervisor at the site. She started as the on-site supervisor in February 2023 and started with the center in August 2021. She is in college working toward a nursing degree.

*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.