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

Name of Center: Legacy Littles Christian Early Learning Center **Enrollment:** 16 **License ID No. (Reapplications)** 50781

Street: 620 W 5th ST **City:** Waterloo Iowa **Zip** 50702 **County:** Black Hawk

Mailing Address: 620 W 5th ST, Waterloo, IA, 50702

Director's Name: Cole Van Wey **Phone Number:** 319-595-1097

On-Site Supervisor(s): Chassidi Martin **E-Mail:** cole@rlcawaterloo.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: 10-18-2024

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.) 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		6	20	20	46
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 09-01-2024 to 09-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 02-19-2025

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 08/08/24 I made an unannounced licensing visit to Legacy Littles Christian Early Learning Center in Waterloo. I met with Chassidi Martin, the director. Ms. Martin has a BA in Marketing Communication with an emphasis on Public Relations. The program has five employees.

The program is in the Royal Legacy Christian Academy. The program was given permission to open on 08/03/20. It operates Monday through Friday from 6:30 am until 6:00 pm and serves children who are two and one-half years old through school-aged children. There are currently 16 children enrolled.

The program has a preschool class that meets 9:00 am until noon Monday through Friday. JoDee Escobar is the lead teacher. She is a licensed teacher.

The program primarily operates out of three rooms. Two of the rooms are program spaces and one area is primarily used as a dining area. An inspection of the rooms was completed. Windows provide natural lighting.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, art/crafts, dramatic play, literacy, math, playdough, woodworking 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 uses ABC Jesus Loves Me Curriculum for lesson plans. They also use Big Book of Bible Story Art Activities. The curriculum is Christian based. Assessments are completed on the children that follow the Iowa Early Learning Standards. A current lesson plan was not available for review during my visit. Ms. Martin states they do not do as much prepared curriculum during the summer. They do a craft, have circle time and have more center play. I informed Ms. Martin that they were required to have a lesson plan, even through the summer.

There is one bathroom in the back part of the childcare area that has one sink and one toilet. Handwashing procedures were posted. The children also have use of bathrooms in the front of the school. The girl's bathroom has five toilets and one sink. The boy's bathroom is on the second floor and has three urinals, three toilets and one sink. Handwashing procedures must be posted in both locations. The children also use the bathrooms in the gym. The girl's bathroom has three toilets and one sink and the boy's bathroom has two urinals, two toilets and one sink. Handwashing procedures were posted in both locations. There is one changing table in the program space and procedures were posted.

The program uses a cell phone and emergency numbers were posted on the parent board. Emergency fire and tornado procedures and an evacuation diagram were posted by the program doors and outdoor exits. A daily schedule was posted. The center communicated through walkie talks with one another.

The program is using cots to nap.

I reviewed documentation of monthly fire and tornado drills. The program is currently not documenting playground inspections. They have a concreate space they use and have a shed of toys. They do not have any climbing equipment. They also use a park down the street at the House of Hope. You must complete monthly inspections of these areas used for gross motor activities and keep the documentation for review during licensing visits. This was cited in last year's report also and must be corrected.

A radon test was completed in October 2023 and should be repeated in two years. Results were within EPA guidelines. The annual fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site in the dining area on top of the thermostat. Outlets were covered. The fire marshal inspection occurred on 02/11/22.

The program does not participate in the Child and Adult Care Food Program (CACFP) but they do follow the guidelines. As a school they participate in the National Food Program and they are reimbursed. The program provides breakfast, lunch and a morning and afternoon snack. The program receives lunch from the Waterloo School System. They deliver lunch to the program. The center provides the breakfast and both snacks. The program uses disposable products for everything. They do not use family style. The program did not have any menus available to review. You must have menus for breakfast, lunch and morning and afternoon snack.

The children eat breakfast in the dining area. Snacks and lunch are eaten in the program room. The plan is to have children eat lunch in a room near the gym. Food items were stored according to NHSPS guidelines. There is a refrigerator in a room near the childcare office. Thermometers were present.

The day I visited the children were eating breakfast at 9:00 am and then had snack at 10:00 am. There must be at least two hours between all food being served and no longer than three hours between servings. I had to remind staff members that children's hands must be washed directly before snack. Additionally, the snack table should be cleaned and sanitized immediately before and after snack.

The program is using bleach to sanitize the food tables and disinfect the changing table. The bleach was on the side of the changing table. It must be placed out of the reach of children. I observed a diaper change. The staff member left her gloves on through the changing process. The gloves are considered soiled and must be removed prior to putting on the new diaper and dressing the child. The staff member did not wash the child's hand immediately following the diaper change. A staff member did notice this and took the child to wash their hands. There was no soap and water to clean the table prior to the disinfectant. This must always occur. Changing tables should have the proper cleaning and disinfectant products available at the start of the day. This was cited in last year's report also. Additionally, the staff member wiped the bleach off right away. It must sit on the table for the dwell time indicated on the product bottle.

The parent information is located on a bulletin board inside the entrance. The mandatory reporter information and childcare consultant and the handbook availability information was posted. The license was conspicuously posted. A no-smoking sign was posted at the entrance.

Staff and children files were reviewed at the time of the licensing visit. I reviewed five children files. Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. The form being used does not have a space to document the address. You must add this. One file did not have adequate doctor emergency contact information and two files did not have adequate dental emergency contact information.

I reviewed two staff files. One staff member had a hit on their report. You must send this in to Des Moines and receive permission for the employee to work in childcare.

I reviewed policy and procedures, staff and parent handbooks. Most of the necessary written emergency procedures and policies were present. You must add a professional development policy that specifically states the requirements. All staff members upon hire must complete mandatory reporter training, universal precautions training, first-aid, CPR and Essentials training within 90 days of hire. All staff members must complete 10 hours of training their first year (which is covered by Essentials). Each year thereafter the director and on-site supervisor must complete eight hours of ongoing training and all other employees must complete six hours of ongoing training.

Emergency Preparedness Plans have been completed.

Staff members spoke with the children about sharing and communicating what they wanted. The children were very active and staff members were patient and used positive redirection when necessary. Staff members provided the children with praise. They encouraged them to participate in group activities but were flexible with the schedule. Staff members were actively engaged with the children and interacted with them at their level. They were nurturing to the children. They had great teamwork. The children appeared to enjoy their time at the center.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Martin states she has a good group of staff members and they are happy.

Ms. Martin states she is happy with their curriculum. It is well-rounded and it prepares the children for kindergarten.

Ms. Martin states she likes the faith formation piece of their curriculum.

Ms. Martin states they have a licensed teacher for their preschool class and they had one last year too. She is going to look at becoming part of the voluntary preschool grant.

The childcare program is in a secured building.

Ms. Martin states they are going to add a new playground space using money from a grant they received.

Ms. Martin states they pay their staff members well. Lead staff members receive $17.00 per hour and assistants receive $15.00 per hour.

Ms. Martin states they have started having monthly staff meetings with childcare staff members.

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

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)b: All files contain sufficient information and authorization to allow the center to secure emergency medical and dental services at any time child is in center's care.
Number not in compliance for medical: 1
Number not in compliance for dental: 2
Information lacking: Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. The form being used does not have a space to document the address. You must add this. One file did not have adequate doctor emergency contact information and two files did not have adequate dental emergency contact information.

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.

109.12(5)b: Infants diapered in a sanitary manner as needed in central diapering area.One changing table for every 15 infants/toddlers needing diaper changes.Diapering, sanitation, and handwashing procedures posted and implemented in central diapering area.
Additional concerns: I observed a diaper change. The staff member left her gloves on through the changing process. The gloves are considered soiled and must be removed prior to putting on the new diaper and dressing the child. The staff member did not wash the child's hand immediately following the diaper change. A staff member did notice this and took the child to wash their hands. There was no soap and water to clean the table prior to the disinfectant. This must always occur. Changing tables should have the

109.15(1): Center shall serve each child a full, nutritionally balanced meal as defined by CACFP guidelines.Staff shall provide supervision at table during snacks and meals.Children at center two hours or longer shall be offered food of not less than two hours and no more than three hours apart unless child is asleep.

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 Chassidi Martin as the director and on-site supervisor.

In February 2025 an administrative change is being made to name Cole Van Wey as the new director. He started with the center in May 2025. He has a degree in an unrelated field. He is taking the NAC training beginning April 8, 2025.

*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.