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

Name of Center: Adams Elementary Stepping Stones **Enrollment:** 24 **License ID No. (Reapplications)** 20802

Street: 3029 N Division ST **City:** Davenport Iowa **Zip** 52804 **County:** Scott

Mailing Address: 1002 W Kimberly Rd, Davenport, IA, 52806

Director's Name: Shaney Ford **Phone Number:** 563-528-6062

On-Site Supervisor(s): Alice Dickinson **E-Mail:** dcsdsteppingstones@gmail.com ShaneyFord08@gmail.com

Date(s) of Visit: 01-23-2024, 03-06-2024

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

LICENSING VISITS

New Application X **Re-Application** **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: 02-17-2022

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				70	70
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 04-01-2024 to 04-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Heidi Hungate **Date:** 01-30-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced licensing visit was completed at this center on 1/23/24. Staff files were reviewed at a separate visit on 3/6/24. This program is owned and operated by the Davenport Community School District and is located in the Adams Elementary School building. Shaney Ford, is the director for all of the Stepping Stones programs. Shaney was not present at this center on the day of the visit. Alice Dickinson is the approved on site supervisor for this site, and she was present along with another staff. Shaney's assistant, Ashley Ramirez, arrived at the visit as well. This center serves school age children from this school only. The program operates on school days only.

The cafeteria is the primary space for this center. The gym and library are also included as licensed program space. The center may also use the multi-purpose room and computer lab; however, those spaces are not part of the licensed space. The center will need to ensure those spaces meet all licensing requirements before each use. The center uses separated boys and girls restroom areas adjacent to the cafeteria and gym. Additional hallway restrooms with multiple toilets and sinks are also available. All program space was observed.

The center provides snack. Snack is prepared and supplied by the school cafeteria and left out or placed in a milk cooler in the cafeteria where accessible for the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center provides a needed service to the children and families from this school. The center typically provides several various enrichment programs including, Junior Theater, Putnam Museum, QC Botanical Center, Wapsi Nature Center, PBS, and various teacher provided enrichment, throughout the week at each site, and these programs are provided at no extra charge to the families. Files and other licensing documentation were found to be highly organized.

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

109.4(3)b: Postings are required for: Mandatory reporter requirements. This shall be posted in area frequented by parents or public.
1. Mandatory reporter posting was not present. This was cited previously.

STAFF FILES:
109.6(6) Record checks. c. Iowa records checks. Checks and evaluations of Iowa child abuse and criminal records, including the sex offender registry, shall be completed before the person's involvement with child care at the center.
1. _1_ staff file reviewed did not have evidence that the Iowa record check was completed prior to the staff's involvement with child care.

109.10(15)b: Emergency instructions, phone numbers, and diagrams for fire, tornado, and flood shall be visibly posted and

documented at least once a month for fire and tornado. Records shall be maintained for current and previous year.
1. Emergency plan postings missing from both hallway exit doors from cafeteria and one cafeteria exit door.
2. Emergency plan postings missing at all doors in the multi purpose room.
3. Emergency plan postings incomplete at some of the gym doors.

V. SPECIAL NOTES/RECOMMENDATIONS:

1. Ensure restroom areas are supervised. Staff should be immediately nearby the area whenever a child is in the restroom. One staff person can not supervise both restrooms in the cafeteria at the same time.
2. Ensure restroom areas are accessible to the program as they are needed in order for the center to maintain the current license capacity. Doors were locked to these restroom areas on the day of this visit.
3. Ensure medication bag is placed where it is not accessible to the children.
4. Place required postings board where it is most visible to parents.
5. Ensure at least one staff person washes hands and keeps hands clean and free from other touches immediately prior to and during snack to serve an assist children as needed.

The center will continue with a full license. The center is directed to correct the items cited and the items noted above in this section of the report and to submit a written summary to the licensing consultant as to how and when those corrections are/will be completed. The written summary shall be submitted within 30 days of receipt of this evaluation. Thank you.

*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.