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

Name of Center: ACPC-Edwards **Enrollment:** 36 **License ID No. (Reapplications)** 18053

Street: 820 Miller ST **City:** Ames Iowa **Zip** 50014 **County:** Story

Mailing Address: 920 Carroll AVE, Ames, IA, 50010

Director's Name: Melissa Sanow **Phone Number:** 515-233-2901

On-Site Supervisor(s): Joe Thien **E-Mail:** director@acpc-childcare.org

Date(s) of Visit: 09-22-2023

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 09-09-2021

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

Date Inspected: 11-02-2020

Comments : Fire inspections are due at least every three years.

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				100	100
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 10-01-2023 to 10-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Maggie Gibson ,SWIV **Date:** 11-01-2023

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

A full licensing visit was completed 9/22/23. Joe Thein and melissa Sanow were present throughout the visit.

ACPC-EDWARDS is one of several programs operated by ACPC, school based. ACPC has been in existence for over 30 years and is a well-established childcare program in Ames. Melissa Sanow is the director for the ACPC centers, starting in this role in October of 2022. Melissa has a Bachelor's degree in Early Childhood Education and 20 years of prior work experience in the child-care field, including prior Director experience. Melissa meets qualifications for this position. Joe Thien is the program coordinator of the school age programs, starting in this role in 2019. Amani Kigen is the site director.

Due to changes in the school district with the start time of school , this site now only offers after school care for kindergarten through fifth grade. The school district moved the start time of school to an earlier time, making before school care not really feasible at this time. After school care is from 2:45 pm to 6 pm, other than on the days school is let out early at 12:45. This is a school year only site, the children who need summer programming attend either at Fellows or Northminster sites.

All areas of the program were observed. These areas observed consisted of classroom observations and activities, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

Room observations: This program utilizes the cafeteria/commons area in Edwards ELEM. When observed; all staff were involved in group activities with the children. The staff were responsive to the children. Activities can range from games to homework. There is ready access to restroom facilities. Staff were observed to be actively supervising the children in a large room while continuing to participate in group activities.

Nutrition Practices: This program provides an afterschool snack, that are in-line with CACFP. The children are able to serve themselves while staff are also present.

Health and Safety: If medication must be administered, the medication is kept secure, only accessible by staff. The program has ready access to first aid kits. Fire and Tornado emergency plans are posted.

Playground: The program has access to an outdoor play area that is provided/maintained by the school and is newer.

Transportation: no transportation is provided at this time.

Administrative Review: Information for mandatory reporter, Handbook, consultant contact, license is available. Tornado/Fire Plans are posted along with no-smoking signs as this program operates on school property. Ten child files were reviewed and contained all the required information; three staff files were reviewed and all contained the necessary information. The program has a well-established policy.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The staff working at this site work well together and are a strong team; they are trustworthy. The staff help each other out and divide tasks evenly. The staff have built relationships with the children and strong boundaries.

The program has a good working relationship with the school and the school is supportive of the program.

The program uses the Pro Care system for attendance and notifications.

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

There were no aspects of operation that fell below the standards reviewed.

V. SPECIAL NOTES/RECOMMENDATIONS:

This program staff were well-spaced in the program room, providing good supervision while continuing to be interactive with the children. The children were observed to readily engage in activities with staff and to seek them out.

*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.