Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Seymour CSD Early Childhood Center

Provider No.: 51992

Address: 100 S Park AVE, Seymour, IA, 52590

County: Wayne

Director's Name: Tara Trimble

On-Site Supervisor: Bailey Hatfield

Phone Number: 6418982291

E-Mail: tara.trimble@seymourcsd.org

HHS Visit Date: 08/17/2026

Licensing Period: 10/01/2026 to 10/01/2028

Fire Inspection:

Date Inspected: 12/12/2025

Comments: due every 3 years, performed by State Fire Inspector

Report Visit Type:

- [ ] PTO
- [X] Licensing Visit
- [ ] Drop In
- [ ] Administrative Change

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

- [X] Year-Round
- [ ] School Year
- [ ] Summer Only

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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday	6:00 AM to 6:00 PM		
Tuesday	6:00 AM to 6:00 PM		
Wednesday	6:00 AM to 6:00 PM		
Thursday	6:00 AM to 6:00 PM		
Friday	6:00 AM to 6:00 PM		
Saturday			

Program Population Served:

- [X] Infant(0-<24 Months)
- [X] Toddler
- [X] PreSchool
- [X] School Age
- [ ] All Ages

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	15	10	15	15	55
Summer					0

1. Basic Overview

Seymour CSD Early Childhood Center is located at in Seymour at the Seymour CSD Elementary School. The program is owned and operated by Seymour School District. It consists of two classrooms within the school building and use of the cafeteria for older preschool or school age children before and after school, on no school days and in the summer. The program has access to the school gymnasium, school library and restrooms.

On 8/17/26 I made an unannounced licensing visit to Seymour CSD Early Childhood Center and met with Director Tara Trimble. The program opened on 10/3/2022. Director Trimble was onsite supervisor prior to being promoted to Director. She meets requirements as Director. Prior to accepting the OSS position, she served as a paraeducator at the school since 2012. At times she works in ratio. Bailey Hatfield is the new OSS.

Visitors to the center can enter the main school entrance or directly to the classroom. The main entrance doors are locked and anyone visiting must be buzzed in. All children are signed in and out. Program staff reported that if need be, the program will go on lock-down, just as the school will to assure child safety.

The program offers care to children ages 8 weeks to 3 years old, as well as care to older children before and after school and in the summer. Full and half-day rates are available.

Program Observations:

The classrooms are self-contained. They are bright, clean, and attractive and equipped with a satisfactory variety of child sized furniture, equipment, toys, games, and activities for the children. The curriculum is Creative Curriculum. Interest

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centers available to the children include: blocks, dramatic play, children's literature, toys and games, puzzles and small manipulatives, music and movement, art, science and discovery, sensory tables..

A parent board is present in the infant room. Books, hard surface toys, and creative dramatics are present in both rooms. Materials were organized and child accessible. The center appears to have an adequate amount of equipment for the children including toys and games, activities that appear to be of high quality.

Center Nutrition Practices Observed:

The program practices family style dining in the classroom. The program is not participating in the CACFP program, but plans to in the future. Menus are posted. Food was stored appropriately in the refrigerator and freezer. Thermometers were present. No food was expired. All open food was stored in sealed bags or containers. All food items being served should meet CACFP guidelines. Some items the school serves do not meet guidelines.

Kitchen staff do dishes in a commercial grade sanitizer. Program staff wash dishes in the classrooms when needed. Staff mix bleach and water daily.

If any child in the program has allergies, an allergy action plan must be present. Iowa Department of Public Health Child Care Nurse Consultant can assist the center in developing a plan. HHS asked that the CCNC send an AAP to the center in January 2025.

Center Health and Safety:

Prescription and non-prescription medication procedures at the center are in accordance with licensing regulations, physician directions, and parental consent. A School Nurse is available 5 days a week. At least one staff in the program should have medication administration training.

Regulations regarding storage and maintenance of a first aid kit were reviewed. The labeled First Aid Kits were accessible to adults only. All items included from the latest list issued are in the kit. An ill/injured area is the nurse's office.

Regulations regarding environmental testing and the maintenance of any necessary detection equipment were reviewed. A new carbon monoxide detector was purchased and present. In case it should become unplugged, an alarm is sounded. Radon testing is mandatory. Updated testing is due every five years. The recorded level is below 4 pCiL. The Fuel Burning Appliance Inspection is due annually and conducted annually and is up to date. The School is on Rural Water, so water testing is not required. A visual Lead Paint assessment is not required since the building was constructed after 1971. The windows in the school are new and can be opened. Heating is provided by a boiler system (steam heat). Ventilation was not an issue the days of the visit.

General regulations regarding safety were reviewed. The may have volunteers in the future. Volunteers should always be under the direct observation of staff. All volunteers and substitutes shall sign a statement indicating whether or not they have one of the following:
a. (1) Conviction of any law in any state or any record of founded child abuse or dependent adult abuse in any state.
(2) A communicable disease or other health concern that could pose a threat to the health, safety, or well-being of the children.
b. (1) Complete form 595-136 DHS Criminal History Record Check, Form B
(2) Complete Form 470-0643, Request for Child Abuse Information.
(3) Sign a statement indicating the volunteer or substitute has been informed of the volunteer's or substitutes responsibilities as a mandatory reporter.

We discussed space requirements which are 35 square feet of usable floor space per child. Cabinetry has been secured so it is not a potential toppling hazards.

Regulations regarding emergency plans and drills for fire and tornado were reviewed. Drills are recorded monthly per my observation of documentation.

Sanitation policies and procedures were discussed. The program utilized a bleach and water mix and also Clorox Anywhere for sanitizing and disinfecting. All rooms are spacious and contain both handwashing and food preparation sinks. Food

waste containers were covered.

The program should annually review IDPH recommendations for sanitizing and disinfecting. The program should use an approved disinfectant in the toileting areas vs. a sanitizer for food surfaces.

Regulations regarding staff and child hand washing were reviewed and hand washing posters and adequate supplies noted.

Cribs and cots are spaced at least 2 feet apart when children are sleeping. A plexi glass fence is present to keep older children and younger infants separated if necessary.

There are enough restrooms to maintain 1:15 rule.

Center Playground:

The program utilizes the school outdoor play area for school age children. The program added equipment and space specifically for younger children including commercial climbing equipment. The designated outdoor play area is down the hallway and out a side door of the building. The children may utilize a large grassy area behind the Elementary School as well. The local CCNC may conduct an Injury Prevention Checklist upon request.

All outdoor toys should be inspected prior to spring and toys discarded or repaired if cracked, chipped or missing pedals, handlebars or other issues that could cause injury. Completed playground inspections were present. The Child Care Weather Watch is utilized if outdoor play is questionable due to varying weather conditions.

The First Aid Kit and emergency contacts are taken out each time the children go for walks or utilize the outdoor play area. Outdoor space requirements are 75 square feet per child. This should be followed when children are playing in the shed for gross motor activities.

Center Transportation Arrangements/Field Trips:

The school will provide transportation for the children for field trip purposes in the future. At this time the program will take walking field trips only. Parents sign field trip authorizations when children are enrolled in the program. First Aid kits and emergency contact information, as well as a CPR certified staff are present on walking field trips. Emergency medication and emergency contacts are also taken. Ratio for field trips will be followed.

Center Administrative Records:

Child misbehavior is addressed by Positive Behavior Interventions and Supports which establishes a separate behavior intervention plan for each child depending on the level of the child's social skills. Interventions include verbal reminders of appropriate behavior, direct instruction in problem solving skills, redirection, planned ignoring, positive reinforcement of appropriate behavior, and short time out periods of age appropriate length.

Incident reports are on file. Staff and child records are somewhat complete and well organized. Immunization records and physicals were reviewed. The children are not allowed to participate in the program without either one. Also reviewed were emergency contact/pick up authorization information as well as current medical and dental provider information.

All staff for this program now have current training, physicals and criminal background checks. No staff in the program are under 18 years of age.

Required written policies are provided to parents in the form of a parent handbook. Evacuation of immobile children is in the handbook in the Emergency Preparedness Plan. The handbook also contains a biting policy, limited access policies and unlimited access policies. An Emergency Preparedness Plan for the building has been developed. It is recommended that the center build an emergency preparedness kit in case of emergency. This kit has been partially built. The program has a specific Emergency Preparedness Plan and will train on it annually. They agreed to sign and date acknowledgement of such and did so in July 2026.

Required postings were present including Mandatory Reporter information, Child Care Consultant posting, No Smoking signage and the DHS License. The program is aware that communicable disease postings must be present when required.

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2. Identify Observed Strengths of the program

Ratio is excellent.

The program meets a childcare need in the community.

The program is convenient for parents who have younger children and school age children.

The program consulted with Child Care Resource & Referral prior to opening and the collaboration has been ongoing. This is evident in the number of violations noted.

Enrollment is slowly increasing.

The program accepts childcare assistance.

3. Identify the aspects that fall below the standard

1. 109.6(4)c: Center repeats Iowa record checks at a minimum of every two years or when aware of additional child abuse or criminal history that occurs.

2. 109.6(4)d: Center repeats national criminal history checks at a minimum of every four years or when aware of additional history that occurs.

3. 109.7(1): All staff (within first three months of employment):Iowa's training for the mandatory reporting of child abuse.At least one hour of training regarding universal precautions.Certification in First Aid infant, child, and adult cardiopulmonary resuscitation (CPR) or equivalent certification approved by the Department. A valid certificate indicating the date of training and expiration date shall be maintained.Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross, American Heart Association, American Safety and Health Institute, or MEDIC First Aid or an equivalent certification approved by the Department. A valid certificate indicating the date of training and expiration date shall be maintained. Minimum health and safety trainings, (Essentials) approved by the Department. If significant changes occur to content, the Department may require the training be renewed. Five employees do not have either Essentials or annual 6 credit hours of professional development hours required. Five need CPR/First Aid training or mandatory reporter training or UP training.

4. 109.8(2): Ratio maintained in center as required: The date of the visit two year olds were mixed with a variety of ages of children up to school age in one room. The school age children were displaced from the art room where they usually have programming so the art teacher could set up her classroom for the year. This has now been corrected. CORRECTED

5. 109.11(2)b: Program space must meet the following conditions :Room must be arranged so as not to obstruct the direct observation of children by staff. Individual covered mats, bed, or cots and appropriate bedding will be provided for all children who nap. Equipment and materials are maintained in a sanitary manner. Sufficient spacing must be maintained. The center will have sufficient toilet articles for each child for hand washing. Children were too close together while napping. They must be 2-3 feet apart. The school age children in the room must have cots or mats to sleep on.

6. 109.13(4)a: Written policies developed for food brought from home for children under five years of age not enrolled in school and is provided to parent at admission. Food brought from home for children under five years of age not enrolled in school is monitored and supplemented if necessary to ensure CACFP guidelines maintained. Foods like granola bars, some cheeses and yogurts do not meet CACFP guidelines for young children for lunch and snacks. The program tries to supplement as best they can when parents bring foods that do not meet requirements.

4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance

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5. Special Notes/Recommendations

Based upon this review, it is recommended that this center remain in Full licensing status. The center is directed to correct issues identified above and continue to monitor day to day practice and adjust accordingly to continue to ensure licensing rule is met consistently. It is important to note, all HHS licensing standards and procedures must be maintained during the renewal period.

HHS encourages you to contact your local nurse consultant. Child Care Nurse Consultants work with child care and early education businesses. Businesses may call or send questions to a child care nurse consultant about health and safety policies, health programs, health of personnel, and specific child health or safety issues. Please visit the following website for more information. http://idph.iowa.gov/hcci/consultants.

CCNC Heather Marsh reported the following services provided the past year: 3 TA's for illness/exclusions, positioning devices for sitters and exclusion for a child with open sores. The Director should contact CCNC Marsh if assistance is needed with ongoing allergy action plans or other health and safety issues.

HHS encourages you to contact Child Care Resource and Referral consultant. They offer centers assistance with meeting the DHS regulations, QRS, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. Please visit the following website for more information: http://www.iowaccrr.org Michelle Greenough is your consultant. I emailed Consultant Greenough after the visit asking that she provide guidance on CACFP questions if necessary last year. The program should be provided assistance again this year.

This past year and a half she provided the following services: emailed 13 times in the past year, had 2 calls, and one visit.

Date: 08/20/2026

HHS Licensing Consultant: Jill Seibert

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Care License. Please take steps necessary to completely address each of the violations noted above.

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at **https://iowaccrr.org**.