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

Name of Center: YMCA School Age Care at Dike Elem **Enrollment:** 15 **License ID No. (Reapplications)** 46284

Street: 330 Main St **City:** Dike Iowa **Zip** 50624 **County:** Grundy

Mailing Address: 102 E G AVE, Grundy Center, IA, 50638

Director's Name: Marquis Johnson **Phone Number:** 319-989-2487

On-Site Supervisor(s): Kodie Hoskey **E-Mail:** mjohnson@blackhawkymca.org

Date(s) of Visit: 10-25-2023

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 06-14-2023

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

Date Inspected: 02-24-2023

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 X 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	0	0	0	21	21
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 11-01-2023 to 11-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Raymond Salsbury **Date:** 11-13-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced annual visit was made to the YMCA School Age Care at Dike Elementary in Dike on 10-25-23. Marquis Johnson is the program director, and Kodie Hoskey is the on-site supervisor. Both are well qualified for the positions they hold based on their education, experience, and on-going training. Marquis took over the director position in 2023. Neither was present at the center on the day of my visit but I did meet with Josie Durflinger who was the lead teacher on the day of the visit. The program is located in Dike Elementary and while it does have a very strong collaborative relationship with the school the program is overseen by the YMCA board. The program provides before and after school care to school age children only at this time. There are currently 15 children enrolled in the program though the program is open to all children who attend the school. All aspects of the program subject to licensing standards were reviewed.

The classroom and program remain the same as observed in the previous visit. The program makes primary use of a single classroom with a traditional school room design of being a large open space with several individual student desk and seat units. Windows along the exterior wall provides natural light, a view of the outdoors, and ventilation. A secondary exit providing direct egress to the outdoors is present and is used as the primary entrance for the program. A third door opens to an adjoining classroom. All exits were clear of obstruction and opened easily and freely. The center does need to ensure that evacuation notices that include diagram and written instructions are posted by all exits for both fire and tornado evacuation. Several counters and cabinets have been installed which provide for storage of equipment and materials. A sink is present in the classroom to facilitate hand washing. Restrooms are located outside of the classroom off the main corridor and children are escorted to the restroom as needed. The room has space to allow for a capacity of 21 children but the program does have access to other spaces such as the school gym and library. The room was observed to be clean. The renovation construction issues that were identified in the prior visit had been completed and no other maintenance issues were observed in the classroom. Due to the multiple use nature of the room the program is not able to establish traditional activity centers. There is a wall mounted media center, but otherwise the program maintains items such as art/crafts, small & large manipulatives, table games, and other items in the storage cabinets which can be brought out for use when needed.

A copy of the daily schedule was posted but not a copy of the planned curriculum. Josie did identify that the program does follow some general themes related to such issues as seasons and holidays. The need to ensure that copies of the daily schedule and planned curriculum were discussed in the prior visit. Options such as writing a theme on a whiteboard, posting a copy of a news letter, or some other method were discussed. Ratio was maintained in the center as required by age. The staff interactions varied from observational to active engagement. While there were no significant behavioral issues it was noted that when the staff were engaged in activity with the children they were more responsive to the teachers. The teachers did use positive behavior management approaches when needed such as redirecting the children when their play began to have elements of higher safety risk, or conflict.

Good health and safety practices were generally observed. General cleaning is performed by the school custodial department but the center does maintain cleaning products that include disinfecting wipes, and a bleach water solution to clean and disinfect toys as needed. Chemical cleaners and other items that could pose a risk to children are kept in storage where they are not readily accessible to the children. Good handwashing practices were observed with the staff ensuring the child washed his hands as needed. A first aid kit was present but much of the supplies have been depleted to the point that

the kit should be inventoried and replenished to ensure that sufficient materials to meet most common first aid needs are available.

The program makes use of the school playground which has several climbing structures, swings, and areas where the children can play. Several elements of the climbing structures were observed to be in need of maintenance with one slide chute having loose hardware that was separating from the anchoring platform, and a climbing wall that had a number of points where the backing panel was cracked or broken around the anchoring screws used to secure the panel. Pea gravel is used for fall surfacing beneath the climbing structures and has developed a hardpan layer. Use of the climbing structures should be restricted until such time that repairs have been effected and the existing fall surfacing material has been aerated or supplemented to ensure a proper depth of loose material. Foam tiles are used for fall surfacing beneath the swings. The playground is partially enclosed and defined by fencing which was observed to be in good repair. Shade is provided by the building and equipment. The program is also located next to a grassy area used by the school sports teams that the children have access to when those teams are not present.

Due to the limited hours of operation meals are not served but an afternoon snack is provided. Snacks are provided by the YMCA and generally consist of prepackaged single serving items. A copy the planned menu was not posted on the day of my visit. Several of the snack options such as fruit gummies are not considered credible in accordance with Child and Adult Care Food Program (CACFP) guidelines. It was reviewed that the center should ensure that additional credible snack options are provided and once the supplies of non-credible items is exhausted they should be replaced with credible options. Good food storage practices were generally observed but the center does maintain a small refrigerator that does need a thermometer to ensure that proper cold holding temperatures are maintained.

In reviewing administrative records the center does maintain a parent information board but the required notice regarding Mandatory Child Abuse Reporting was not present on the day of my visit. Josie stated that the posting had been present but had been torn down. A copy of the required posting was sent to Marquis following the visit and will need to be reposted. In reviewing child files the center had a notebook of enrollment forms which was found to have information that had not been updated for children who had been enrolled in the prior year and returned for the current year. In addition enrollment forms for new children starting the program this year was not present. It is imperative that the center have and maintain current enrollment information for each child that attends the program that includes emergency contacts, health information, and authorizations. One issue that was noted was that while parents have areas to identify any allergies or health concerns, and general releases for any other program working with the children, the system does not provide a specific Statement Of Health acknowledgement for parents to identify for their children or granting access to school medical records. All staff files were reviewed and some information was maintained at the center, and other information at the program central office. While all files were found to be complete it is recommended that documentation be maintained at one location or the other. In reviewing inspection logs and certificates Emergency Drill logs had not been completed with the last available logs being from 2019. It was reviewed that drills must be conducted and documented each month for both fire and tornado evacuation.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program has seen good consistency with regard to child enrollment and daily attendance over the past year. Staffing has also been stable with both Kodie and Josie returning for the current school year.

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

109.4(3)b: Postings are required for Mandatory reporter requirements.Notice of availability of handbook.Program activities.These shall be posted in area frequented by parents or public.
-- Mandatory Reporter notice was not present on the day of my visit. -- NOTE: 2ND YEAR CITED

109.9(2): All files are updated at least annually and when a change occurs.
-- Documentation of annual update was not present for children that had returned from the previous year for the current year. In addition documentation was present for new children who enrolled for the current year. All children must have documentation of current parental and emergency contacts information, persons authorized to pick the child(ren) up, and activity permissions.

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.
-- Documentation of emergency drills not present. NOTE: 2ND YEAR CITED

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and outdoor space is provided. The outdoor area shall include safe play equipment and area of shade. Sufficient space

provided for dining. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. sufficient cooling. Sufficient bathroom and diapering facilities. Equipment, including kitchen appliances, are maintained so as not to result in burns, shock, or injury to children. Sanitation and safety procedures for the center are developed and implemented to reduce risk or injury or harm to children and reduce transmission of disease.
-- The outdoor playground space is not safe. The pea gravel fall surfacing has developed a hardpan layer and either needs to be aerated or supplemented to ensure a proper depth of material as required by the CPSC Public Playground Safety Handbook (https://www.cpsc.gov/s3fs-public/325.pdf). Damaged equipment needs to be repaired. Use of climbing structures needs to be restricted until such time that those maintenance issues have been corrected.

109.12(1)a: Program provides a curriculum or program of activities that promotes self-esteem and positive self-image, social interaction, self-expression and communication, creative expression, and problem-solving skills.
- A copy of the planned curriculum was not present on the day of my visit.

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.
-- A copy of the planned menu identifying snack options that were/will be provided was not present on the day of the visit. Several snack options present are not considered credible.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is recommended this time. Please provide a written response to the licensing consultant identifying a plan of action to correct and maintain those aspects cited as not meeting licensing standards and identifying an anticipated date of compliance. At least one visit will be made to the center during the next year.

NOTE: The Licensing Standard for conducting fire and tornado drills was cited for the 2 year in a row. Please provide a calendar of planned drill dates for both fire and tornado for the remainder of the 2023-24 school year to the Licensing Consultant by 12-01-23. Documentation of those drill shall be maintained at the center location and available for review. Failure to comply could be considered a willful disregard of Licensing Standards and could result in negative action against the center license,.

*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.