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

Name of Center: Holy Ghost Early Childhood **Enrollment:** 271 **License ID No. (Reapplications)** 18745

Street: 2981 Central Ave **City:** Dubuque Iowa **Zip** 52001 **County:** Dubuque

Mailing Address: 2981 Central Ave, Dubuque, IA, 52001

Director's Name: Anita Valentine **Phone Number:** 563-582-2578

On-Site Supervisor(s): **E-Mail:** avalentine@holyfamily.dbq.pvt.k12.ia.us

Date(s) of Visit: 04-16-2024

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 04-01-2024

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

Date Inspected: 11-30-2023

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: X 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	95	84	125	81	385
Summer					0

QRS Rating: 1

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 05-01-2024 to 05-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Heidi Hungate **Date:** 05-01-2024

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 4/16/24. The center director, Anita Valentine, was present as were other staff. Anita has been with the Holy Family system for over 20 years. She has been a director for many years. She has a para educator certificate and a NAC. Anita accompanied the licensing consultant throughout the inspection. This early childhood program is part of a larger network of child care and school facilities operated by the Holy Family entity, a consortium of catholic churches in the Dubuque area. Holy Family has a well-organized structure. This large center continues to use space in what was the Holy Ghost Elementary School building. The child care occupies space on both the main and second floors as the building no longer includes an elementary school. The program is now open to any school age child both for school and non school days. The center director states that the public school buses are contracted to transport the school age children who attend the two Holy Family elementary school buildings, and parents can contract with the RTA to transport children to/from the public schools. The center director states the transportation is not considered to be a part of the child care. The center has recently completed an entire remodel on the inside of the building. The center does participate in the Iowa Voluntary Preschool program.

The main floor includes 10 different classrooms in use for children age infant through two year old. One of these rooms is currently used as an indoor large motor space for toddler children. Program rooms with children in diapers include diapering stations within the room. Program rooms include at least one hand washing sink within the program room. Some program rooms also include restroom areas within the program room. The second floor includes 11 different classrooms for children age three through school age. One of these rooms is used as the "library". Two of the rooms were not currently in use at the time of the visit. Some of the rooms on this level include restroom areas within the program room. For other rooms, children do travel to restroom areas located in the hallway. Program rooms include at least one hand washing sink within the program room. Program rooms that include a separated sink for food/bottle preparation have the sink clearly labeled for this function only.

The children can use the gymnasium for indoor large motor activities. The gym on the main floor and the "library" on the second floor are approved space so long as they continue to meet licensing requirements but they are not included in the license capacity of the center.

All program space was observed.

The center participates in the CACFP and serves breakfast, snack, lunch, and snack. Food is prepared off site at one of the Holy Family school locations and brought to this center. That kitchen is licensed by IDPH, and the license is current. The center includes a kitchen area where final preparation activities take place for food to go out to the rooms.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

This large center continues to be very well managed by the experienced director. Program rooms are large, offer ample space, and are bright with windows. Rooms and materials continue to be generally clean, organized, accessible, and well maintained. With the complete remodel of the building, most of the furnishings are new. The director and staff continue to

work quite well together. The staff were observed to be attentive and nurturing to the children. Staff were again observed to be involved in activities with the children in all program rooms. There continues to be good support, resources, and consultation provided from the organization and the school system. The center has achieved level one IQ4K rating through 4/20/25 and is in the process of applying for level two. Daily information is provided to parents for all children at the center through the center's online application. The center regularly participates in the local AEA borrowing program for materials to supplement program activities. Staff and child files and other required licensing items continue to be highly organized.

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

STAFF FILES:
109.9(1)d: All files contain a pre-employment physical exam report completed within six months prior to hire and at least every three years. Physical exams shall be documented on form 470-5152, Child Care Provider Physical Examination Report.
1. _1_ staff file reviewed physical was not completed pre-employment.

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. 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.
1. Tables and other surfaces used for lunch preparation/activity not cleaned and sanitized immediately prior to the activity in room 18. Ensure all food service surfaces are cleared of other items prior to use.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center was reminded of allowable age combinations. Two year old children may not be combined with four year old children, and three year old children may not be combined with school age children unless under the very specific rule 109.8(2)h for the very beginning and/or end of the day with only the number of children and staff present at the center as defined by the rule. The center will need to ensure they are in compliance.

1. Review manufacturer's instructions for the product the kitchen area is using for sanitizing functions. Manufacturer's instructions for how to use the product shall be followed.
2. Ensure all activity plans, including for school age, are current.
3. Ensure any waste cans that may be used for diaper waste, are used and clearly labeled for that material only and are lidded.
4. Ensure all spray bottles used at restrooms or diaper stations are labeled for use in this location only.
5. Complete emergency plan postings are needed at the gym exit doors.
6. Table/chairs appear too tall for the children in room 18.

The center will continue with a full license. Please address the violations and concerns noted in the report so that corrections are obvious and ensure that items remain in compliance. This report does not require a written response. 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.