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

Name of Center: Kids West-Westridge Elementary **Enrollment:** 101 **License ID No. (Reapplications)** 41578

Street: 5500 EP True Pkwy **City:** West Des Moines Iowa **Zip** 50266 **County:** Polk

Mailing Address: 3550 Mills Civic Pkwy, West Des Moines, IA, 50265

Director's Name: Ashley Kunz **Phone Number:** 515-633-5018

On-Site Supervisor(s): Andrew Henson **E-Mail:** wrkidswest@wdmcs.org kunza@wdmcs.org

Date(s) of Visit: 10-22-2024

X **Licensing Visit** **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:** 08-12-2024

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

Date Inspected: 10-25-2023

Comments : West Des Moines Fire Marshal. West Des Moines typically does these inspections annually. For licensing, these have to be completed 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: X Year-round School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	0	0	0	150	150
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 12-01-2024 to 12-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Nate Knepper **Date:** 10-23-2024

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

A licensing visit was conducted on 10/22/24. The director and on-site supervisor were both present throughout this visit.

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

Kids West Westridge is a school-age program located within the Westridge Elementary School in West Des Moines. Within the building, the center uses the gym and cafeteria (community room). The center also has access to the outdoor playground area. The program was given permission to open under HHS (formerly known as DHS) supervision on 8/22/14. Previous to this date, the center was under the Department of Education's supervision. There is a before and after school component as well as a full-day component during the summer and no school days. Before school hours are 6:30am - 8:55am and after school hours are 3:55pm - 6:00pm (with the exception of early out days). Full day programming is 6:30am - 6:00pm.

The center is overseen by a Board and owned by the West Des Moines School District. Ashley Kunz is the director of this program and the seven other Kids West programs. Ashley has a Bachelor's degree as well as past experience working in child care which includes being the director over several related programs at the same time. Andrew Henson is the on-site supervisor. Andrew has past experience working in school-age child care programs and has taken several professional development trainings to meet requirements for on-site supervisor.

During the visit, children were divided between the gym and the cafeteria. In the gym, children were engaged in large motor activities/games. Staff were spaced out among the gym. In the cafeteria, children were observed in free-choice play at the different learning stations made available to them. Many children were observed playing with different types of blocks. Staff were again spaced out among the cafeteria. All staff were engaged with children and their activities.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

There is a secure entrance into the school during programming hours. Parents have to enter a code to gain access.

A nutritionist reviews all meal items.

Staff use walkie-talkies as needed to communicate throughout different areas used by the center.

A staff person sits at a "communication desk" by the main parent board to greet parents and children and to ensure children

are signed into/out of the center.

There is a lot of storage space the center has access to.

The playground is very large with a large variety of activities children can choose from.

All eight Kids West programs have the same procedures, handbooks, substitutes, etc. and operate in a similar manner.

The director has quarterly meetings with other directors of before/after school programs in the western suburbs. Kids West on-site supervisors also have weekly meetings with each other. At this site, all-staff meetings are held frequently and either formal or informal.

The program has a good working relationship with other school personnel.

Staff were actively engaged with kids and their activities.

The director and on-site supervisor feel they have a good group of staff working under them. Staff work well together.

Enrollment remains steady.

The center uses the application "DoJo" for further communication with parents.

The Kids West programs now have behavioral specialists who work between the eight programs.

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

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.
Number not in compliance: 1 staff member was missing 2023 training. This staff also still needs to complete 2024 training before the year is over.

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.
There were some exposed wires on some of the climbing structure pieces. There was also a nut missing holding another piece of climbing equipment in place.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center is exempt from environmental testing as they are located in a school and only serve school-age children.

The center contacts with the school district and take a bus to field trip destinations.

I-Power and IQ4k were previously discussed with the director.

It is recommended a different location be found for the center's emergency preparedness kit.

It is recommended outdoor playground mats be purchased for one set of swings like are located at the other set of swings.

A new, full, two-year license is recommended.

*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.