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

Name of Center: St Patrick's Clover Patch Preschool **Enrollment:** 69 **License ID No. (Reapplications)** 43822

Street: 200 2nd St Sw **City:** Waukon Iowa **Zip** 52172 **County:** Allamakee

Mailing Address: 200 2nd St SW, Waukon, IA, 52172

Director's Name: Heather Rissman & Katherine Fahey **Phone Number:** 563-568-2170

On-Site Supervisor(s): Katherine Fahey **E-Mail:** hrissman@st-pats.pvt.k12.ia.us

Date(s) of Visit: 09-08-2020

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

LICENSING VISITS

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

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

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

Date Inspected: 01-08-2018

Comments : Compliance on 03/02/18

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	16	34	50
Summer					0

QRS Rating: 4

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 10-01-2020 to 10-01-2022
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 09-11-2020

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 09/08/20 I made an unannounced licensing visit to St. Patrick's Clover Patch Preschool in Waukon. I met with Heather Rissman, the director and lead teacher for the preschool. I also met with Katie Fahey, the co-director and the principal at St. Patrick's School. Ms. Rissman has been with the program since August 2014. She has an associate's degree in an unrelated field and has experience as a paraprofessional at St. Patrick's School and she was an associate at Waukon Nursery School. Ms. Rissman is a NAEYC member. Emma Hatlan is the associate for the preschool. Ms. Hatlan started with the program in August 2017. There are six additional employees who work in the latchkey program.

The preschool program is located in the St. Patrick Catholic School lower building. The latchkey program is located in the St. Patrick Catholic School upper building in a classroom. The preschool program operates during the school year, Monday through Friday from 8:15 am until 3:15 pm. The preschool program serves three and four-year-old children. Parents have the option of sending their children Monday, Wednesday and Friday or Tuesday and Thursday. The morning latchkey program operates from 7:00-8:15 am and the after school program operates from 3:15-6:00 pm. There are currently 29 children enrolled in preschool and 40 children enrolled in the latchkey program. The preschool children can also use the latchkey program.

An inspection of both rooms was completed. The program was in ratio during the latchkey and preschool program during my visit. Windows provide natural lighting. Artificial lighting is also used. The preschool room is decorated with posters to assist in the learning process, such as the alphabet. There is an area for circle time. The preschool has a smart board.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, woodworking, art, dramatic play, writing, math, science/discovery, sensory table and music. Centers were arranged in a manner that allowed easy movement between activities, but it also allowed for clear supervision by staff members. Materials were in good condition. The materials are located at child level so they were easily accessible to the children. Mats are used to nap and they were stored correctly.

There is one bathroom in the preschool classroom with one toilet and one sink. Handwashing procedures were posted.

The latchkey children also use bathrooms outside of the gym. The girl's bathroom has three toilets and one sink. The boy's bathroom has two toilets, one urinal and one sink. Handwashing procedures were posted in both locations. There is a sink in the classroom. You must post handwashing procedures in this location.

The program uses a variety of resources to develop lesson plans. Ms. Rissman states she primarily uses Mailbox, but also uses the internet and other resources. A lesson plan was available for review in the preschool room.

There was a phone with emergency numbers posted in the preschool classroom. You must post emergency numbers in the latchkey room. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program and outdoor exits of the two rooms. The latchkey program also uses the gym. You must post the evacuation diagrams near all exits out of the gym. A daily schedule was posted in both locations.

I reviewed documentation of monthly fire and tornado drills for the preschool class. The latchkey children must also practice monthly fire and tornado drills and they must be documented for review. I reviewed documentation of monthly playground inspections.

A radon test was completed in September 2019 in the preschool room and is good for two years. Results were higher than recommended EPA guidelines. The level was 4.6 pCi/L. The school put a radon mitigation system in the room in October 2012. A second short-term radon test was conducted in November 2019 and remained high. The program closed in March 2020 due to Covid and did not open again until August 2020. Ms. Rissman contacted the radon mitigation specialist who recommended a long term test that will remain in the room until May 2021. A reminder that you must also conduct a regular radon test in the latchkey room you started using this year.

The annual fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site in the preschool room on the north wall. You must also place one in the latchkey room. Outlets were protected. The fire marshal inspection occurred on 01/08/18, with compliance on 03/02/18. Fire marshal inspections must occur every three years. You must have both spaces inspected in January 2021.

The preschool is not on the Child and Adult Care Food Program (CACFP), but follows the guidelines. Lunch is prepared by St. Patrick's School cafeteria staff. The children eat in their classroom. The school provides the lunch menu and it was posted in the room. Children are allowed to bring their lunches from home. The program must monitor the food brought from home and supplement them as necessary so they meet CACFP guidelines. The preschool program also offers a morning snack and an afternoon snack is provided to preschool and latchkey children. The preschool had documentation of snack menus. The latchkey program must start documenting the two components served for the afternoon snack. Parents donate snacks at the beginning of the school year and Ms. Rissman posts on a donation board in the school when more snacks are needed. During the morning latchkey program the children can bring breakfast from home to eat.

There is a kitchenette in the preschool room. There is a refrigerator and thermometers were present. Food was stored according to NHSPS guidelines.

The program uses bleach and water or disinfecting wipes to sanitize the tables. The school also provides the programs with Hepastat 256 Disinfectant Cleaner to use. The preschool is not currently using the Hepastat product, but the latchkey program is. This product was not labeled for use on food surfaces so the latchkey can use this on other surfaces, but it should not be used where the children eat their snack or breakfast (that is brought from home). You must use a sanitizing agent specifically labeled for food surfaces.

I observed a child in the latchkey program blow her nose and she did not wash her hands. Children and staff members are mandated to wash their hands or use hand sanitizer after they blow their noses. In the latchkey room children cannot be in the area where the hooks are located without supervision.

The parent information is located on a bulletin board inside the preschool classroom. The mandatory reporter, child care consultant and the handbook availability were posted. The license was conspicuously hung. A no-smoking sign was posted at the entrance. You must have a parent board for the latchkey program also.

Staff and children files were reviewed at the time of the visit. I reviewed ten children files. Four school-aged children had outdated health statements. There were three missing immunization certificates and three invalid immunization certificates that were not on the mandated Iowa Department of Health Certificate. Ms. Rissman states their school nurse can correct this.

I reviewed two staff files. All five of the files had outdated Iowa background checks (SING). This must be corrected immediately. One staff member had outdated fingerprints that should be corrected as soon as law enforcement is rolling fingerprints again. Currently there is an exception because law enforcement agencies have not been doing this during the pandemic. One staff member did not have documentation of first-aid and CPR and two staff members had outdated certificates in their files. Two staff members had outdated universal precautions training and one person did not have documentation of mandatory reporter training. One staff member had an outdated physical. A reminder that latchkey staff members must complete on-going training hours also. The preschool staff member files were in good order. The latchkey staff member files must be updated immediately. I would recommend assigning someone to overlook the files as the latchkey staff files has been an on-gong concern for the program.

I reviewed policy and procedures, staff and parent handbooks. Emergency Preparedness plans have been completed for the program.

During this pandemic, the preschool program is taking the temperature of every child once they are in the classroom. The latchkey children are not having their temperatures taken until they are released from the latchkey program and are in their classrooms. I would recommend having their temperatures taken upon arrival at the program. The program has dividers

available to put on the tables or desks. They were being used in the preschool room, but not in the latchkey program. No parents are entering the building. Children are dropped off at the door. Staff members are wearing face masks or face shields. The staff members have increased their cleaning, sanitizing and disinfecting efforts. The janitor does a sanitizing mist after-hours in each location twice each week. Blankets are sent home daily to be washed. Nap mats are sanitized daily. The program is not using family style.

Staff members in both the preschool room and latchkey room were observed to have positive interactions with the children. Staff members were enthusiastic and offered the children choices. They interacted in a positive manner and engaged the children in conversation. The preschool staff members planned fun activities that were also educational. The children seemed to enjoy and feel comfortable in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Rissman is a terrific director over the preschool program. She knows the licensing standards and adheres to them. She is organized and was observed to have terrific interaction with the children.

The program has a Quality Rating System (QRS) level of 4 that expires on 04/30/20.

Ms. Rissman states that she and Ms. Hatlan work well together and they both have experience in working with children.

Ms. Rissman states she is finally at a point where she is comfortable with know the expectations for the program and licensing standards. She states they have a flow and feel more prepared.

The latchkey program provides a necessary service to parents who need care before and after school.

The children who are age four-years-old and older can ride the school bus.

The preschool will be a feeder program for St. Patrick School. They incorporate the Catholic faith into the program.

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

109.6(6)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.
All five files I reviewed had outdated SING checks.

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
One staff member had an outdated physical.

109.9(3): Signed and dated Iowa immunization certificates are on file for each child enrolled.
Number missing: 3
Number invalid: 3
The program has a school nurse who can correct this.

109.10(1)b: School-age (for children five years and older and enrolled in school): Annual statement of health status signed by parent is submitted prior to admission, certifies that the child is free of communicable disease, and lists allergies, medications and acute/chronic conditions.
Number not in compliance: 4
The latchkey program had outdated health statments.

109.15(2): Center shall follow minimum CACFP menu patterns for meals and snacks.Menus planned one week in advance, made available to parents, and kept on file with substitutions noted.Avoid foods with high incident rate of causing choking.
The latchkey program must keep snack menus documenting the snacks served to the children in the afternoon.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is issued for the remainder of the licensing period. All DHS licensing standards and procedures must be maintained during the renewal period.

Please read the report carefully as there are several items that must be addressed by the latchkey program that was moved to another room in the upper building.

An administrative changes is being made to name Katie Fahey as a co-director. She will provide the oversight for the latchkey program and Ms. Rissman will continue to provide oversight for the preschool program.

*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.