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

Name of Center: Waverly Child Care & Preschool **Enrollment:** 156 **License ID No. (Reapplications)** 18382

Street: 1600 W Bremer Ave **City:** Waverly Iowa **Zip** 50677 **County:** Bremer

Mailing Address: PO Box 34, Waverly, IA, 50677

Director's Name: Heather Wagner **Phone Number:** 319-352-4664

On-Site Supervisor(s): Kristin Kuiper **E-Mail:** wccp1970@gmail.com

Date(s) of Visit: 06-19-2023

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:** 05-15-2023

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

Date Inspected: 02-02-2023

Comments : Fire inspection of new addition.

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	45	22	45	55	167
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 07-01-2023 to 07-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 06-27-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 06/19/23 I made an unannounced licensing visit to Waverly Child Care and Preschool. I met with Heather Wagner, the director. Her internal title is Director of Operations. She started this position in December 2021. Ms. Wagner has an AAS in child development and has been employed with the program for fifteen years. She has completed NAC training. Kristin Kuiper is the on-site supervisor for this program. Her internal title is assistant director. She has been with the center since January 2002 and the on-site supervisor since May 2022. She has a BA in psychology. There are 31 staff members employed by the center.

The center is in a free-standing building. Parents check their children in through a computer system at the front desk. All visitors check in at the front desk as well. The center operates Monday through Friday from 6:00 am until 6:00 pm. The program cares for infants through school-aged children, aged ten-years-old (or fourth grade). There are currently 156 children enrolled. There are resources for parents inside the entrance. The center partners with Central Rivers AEA to provide services to children with identified needs.

The center is currently operating out of the following rooms in the new addition: infant room (birth-12 months), toddler room (12-24 months), two-year-old room, three and four-year-old room, four and five-year-old room and school-aged children are cared for in the multi-purpose room. An inspection of each room was completed. Windows provide natural lighting. The rooms are decorated with the children's art projects, and posters to assist the children with the learning process, such as the alphabet, shapes, colors and numbers. The children's birthdates are also posted in some of the rooms. There is an area for circle time in most rooms.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, art, dramatic play, writing, math, science/discovery, puppets, play dough, 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.

The center partners with the Waverly Shell Rock School District to provide the voluntary preschool program. The preschool program participates in the Iowa QPPS program. Amy Slaba is the lead teacher for the program. The preschool classes meet Monday through Friday and offer a morning class from 9:00-11:00 am and an afternoon class from 1:00-3:00 pm.

Creative Curriculum is used to develop lesson plans for the voluntary preschool program. In the other classrooms a variety of resources are used. Activities are planned around themes. The length of the theme depends on the topic and the children's interest. Lesson plans were available for review in every room except the three and four-year-old room where the lead was on vacation.

The center is using ProCare to complete daily sheets for the children under the age of two-years-old. They are also using the app to communicate with all the families. They can send pictures and document activities or concerns. Parents have

access to the information immediately.

There was a phone with emergency numbers in most classrooms. Please post the emergency numbers in the infant and toddler rooms. Emergency fire and tornado procedures and evacuation diagrams were posted by all the main program doors and outdoor exits throughout the center. A daily schedule was posted in each room.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in September 2022 in the existing childcare building. Results were within EPA guidelines. The center will conduct radon testing in the new addition in the fall when all the construction is completed. The fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site and located in each program room. Outlets were protected. The fire marshal inspection occurred on 05/03/21, with compliance on 12/29/21.

The program participates in the Child and Adult Care Food Program (CACFP). The center provides the children with breakfast, lunch and a morning and afternoon snack. Dawn Smith is the cook. Ms. Smith uses a six week rotation of menus for spring and summer and a six week rotation of menus for fall and winter. Menus were posted. Food was stored according to the NHSPS guidelines. There is a refrigerator in the space being used as the kitchen and a thermometer was present. In the multi-purpose room, there is an industrial refrigerator, an upright freezer, two chest freezers and a milk cooler. Thermometers were present.

The program is currently operating the kitchen out of one of the new program rooms. Ms. Smith is only able to use a roaster, hot plates and a microwave. A new kitchen has been constructed in the existing childcare building and the inspection of the space recently occurred. They will be able to use the space once the kitchen is thoroughly cleaned.

In the infant room, the center provides one brand of formula, baby food and cereal. Parents can bring a different brand if they choose. There is a refrigerator and thermometers were present. Bottles are currently sent home to be washed. Most parents bring the bottles prepared each day.

The center uses bleach and water to sanitize the food tables and disinfect the changing tables.

I observed or discussed diaper changes with staff members, and they are being done correctly in most rooms. In the toddler room, they are not washing the hands of the children with soap and water. This must always occur. This was discussed with the staff member. There was not a pattern of disregard so this will not be cited.

The parent information is in the entrance that the center is currently using. Once the construction is completed in the original building the parents and visitors will return to using the main entrance. The mandatory reporter, childcare consultant and the handbook availability were posted. The license was conspicuously hung. A no-smoking sign was posted at the entrance.

There are three fenced in playground areas behind the original building. One area is for infant and toddlers. It has rubber tiles for surface cushioning. The area has a playhouse and small slides. It has some pushing toys and riding toys and a picnic table. There is a large shade structure in this area.

The second area is for two-year-old children. The area uses woodchips for surface cushioning. There is climbing equipment with slides and other activities, a balance beam, a sandbox and a cemented area for sidewalk chalk and riding toys. There is a tree planted in this area.

The third area is for the older children. Woodchips are used for surface cushioning and there is also a large grassy area. There is climbing equipment with slides, ramps and other activities, a sandbox, a balance beam, a playhouse and a picnic table. There is also a cemented area for riding toys and sidewalk chalk. There is a large shade canopy in this area and trees to provide shade.

The center also has use of the elementary school playground that is within walking distance for the school-aged children.

Behind the new building there is a fenced in area for infants and toddlers and a larger space for the older children. These areas are not being used yet because they are not completed. The company doing the space for the infant and toddler area placed inn artificial turf, but it was obviously not done correctly and is not safe for use. The area is covered in small beads that would be dangerous for children to consume.

In the three and four-year-old room the electrical cords for the television and CD player need to be secured so that children do not have access to them.

Staff and children files were reviewed at the time of the licensing visit. I reviewed twenty children files. They were in good condition. There was one outdated physical and two outdated health statements used by school-age children.

I reviewed six staff files. There was one outdated and one missing national background check (fingerprints). Two staff members had outdated universal precautions and one staff member has been employed longer than 90 days and did not have documentation for universal precautions, mandatory reporter or Essentials training. I did not find any on-going training hours for two staff members. Staff members employed over a year must complete six hours of on-going training each year. The director and on-site supervisor must complete eight hours each year.

I reviewed policy and procedures, staff and parent handbooks. There were several missing mandated written emergency procedures and policies. The program did not have a written access policy, medical emergency policy, dental emergency policy and universal precautions policy. The center did not have a written policies and procedures for incidents involving serious injury or significant change in health status being reported to parents immediately. The center did not have written policies or procedures for incidents involving minor injuries, minor changes in health or behavioral concerns being reported to parents the same day as the incident.

Emergency Preparedness Plans have been completed.

Staff members were observed in the classrooms. Staff members were enthusiastic provided the children with praise, hugs and high-fives. They used positive redirection when necessary. The interacted with the children as they played or read books to them. The had child friendly music playing in the rooms. Staff members were actively engaged with the children and introduced them to activities that were both fun and educational. They encouraged children to use their imaginations. Staff members greeted parents and children as they arrived for the day. The children appeared to enjoy their time at the center.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program has provided childcare since 1970. They celebrated 50 years of existence in August 2020. They purchased land next to the existing center and just completed construction of a new addition and took possession of it in February 2023. They are now in the process of renovating the existing center.

Ms. Wagner states she has great staff members. They work extra hours when necessary and several have longevity.

Ms. Wagner states they have great new hires that fit in well with the other staff members.

Ms. Wagner states they are all working to make the program a quality center.

Ms. Wagner states they want families to know it is worth sending their children to the program and their children will be well cared for and safe. She states the staff members care about the children.

Ms. Wagner is passionate about childcare and providing quality care to the families they serve. She is dedicated to the program, and she is doing an amazing job as the interim director. She reaches out when she has questions and makes corrections immediately when necessary. This has been one of the best visits I have had at the center. Staff members seem happy working with Ms. Wagner. This was mentioned last year as well, and it remains true.

The center has a partnership with the Waverly Shell Rock school district and Wartburg College.

The center partners with Waverly Shell Rock school district to provide the four-year-old voluntary preschool program.

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

109.4(2)h: Develop a policy to ensure that people do not have unauthorized access to children at the center. Include:Criteria for allowing people on the property when children are present.How people will be supervised or monitored.How responsibility will be delegated to staff.How the policy will be shared with parents.
You must have an Access Policy. A sample has been provided.

109.7(1): All staff(within first 3 months of employment)Two hours of approved training FOR the mandatory reporting of child abuse.At least one hour of training regarding universal precautions and infectious disease control.Certification in American Red Cross, American Heart Association, American Safety and Health institute or MEDIC 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, approved by the Department. If significant changes occur to content, the Department may require the training be renewed.
One staff member has been employed longer than 90 days and did not have documentation for universal precautions, mandatory reporter or Essentials training. Two staff members had outdated universal precautions.

109.7(2): Center directors and all staff have the required contact hours of training.
Number not in compliance: 2
I did not find any on-going training hours for two staff members. Staff members employed over a year must complete six hours of on-going training each year. The director and on-site supervisor must complete eight hours each year.

109.9(1)b: All files contain:A signed copy of DHS criminal history record check or any other permission form approved by the Department of public Safety for conducting an Iowa or national criminal history check. A copy of Request for Child Abuse Information.Copies of the results of Iowa records checks conducted.Copies of national criminal history check results.Any Department-issued documents sent to the center related to records check.
Number not in compliance: 2
There was one outdated and one missing national background check (fingerprints).

109.10(1)a: Preschool (for children five years and younger not enrolled in school): Physical exam report submitted within 30 days of admission, was obtained no more than 12 months prior to admission, is signed by a licensed MD, DO, PA, Chiropractor or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.
Number not in compliance: 3
There was one outdated physical and two outdated health statements used by school-age children.

109.10(2): Medical and dental emergencies: Center shall have sufficient information and authorization to meet medical and dental emergencies of children. Shall have written procedures for emergencies and shall ensure that staff are knowledgeable of and able to implement the procedures.
You must develop a written medical emergency policy and dental emergency policy. Information has been provided.

109.10(5): Infectious disease control: Centers shall establish policies and procedures related to infection disease control and use of universal precautions with handling of bodily fluid. Soiled diapers shall be stored in containers separate from other waste.
The program did not have a written universal precautions policy. A sample has been provided.

V. SPECIAL NOTES/RECOMMENDATIONS:

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

The center has a new email address which is waverlychildcarecenter@msn.com.

*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.