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

Name of Center: AFES Youth Center **Enrollment:** 40 **License ID No. (Reapplications)** 17941

Street: 712 3rd ST NW **City:** Fort Dodge Iowa **Zip** 50501 **County:** Webster

Mailing Address: 712 3rd ST NW, Fort Dodge, IA, 50501

Director's Name: Charles Clayton **Phone Number:** 515-955-2969

On-Site Supervisor(s): Shawana Ricklefs **E-Mail:** ourafes@hotmail.com

Date(s) of Visit: 07-28-2023

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

LICENSING VISITS

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

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

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

Date Inspected: 09-19-2023

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: X Year-round School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General				281	281
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 09-01-2022 to 09-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Raymond Salsbury **Date:** 07-28-2023

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

NA

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced annual visit was made to the AFES Youth Center on 07-28-23 where I met with the center director Charles Clayton, and on-site supervisor Shawna Ricklefs. Both are well qualified for the positions they hold based on their experience and on-going professional development.
The program is located in the old Hillcrest Elementary building in Fort Dodge and is operated as a non-profit entity overseen by a board of directors. The program primarily provides after school and summer programming for school age children. During the school year the program operates from 10am to 6:30pm, and during the summer from 7:30am to 6:30pm. There are approximately 40 children that are enrolled in the program served by 8 staff. This facility also acts as a community recreation center providing space for other programs and activities. This includes sports leagues, and other summer programs for older school age children and adolescents but those programs are not included in the licensed programming and were not in operation on the day of my visit. The center does have polices and procedures in place to ensure the supervision of the children in the licensed programming when other groups are present. All aspects of the program subject to Licensing Standards were reviewed during the visit.

The center is currently making use of 4 classrooms (2, 4, 5, &16) of the building for child programming. The program also makes use of the gymnasium which is in a separate building on the same property. Each classroom has restroom facilities and additional sinks in the room so that children do not need to leave the room. The rooms have a traditional school classroom open floor plan. One room did have a temporary construction within the main classroom that created a smaller room which is used for storage. Each room has a large bank of windows along the exterior walls which provide natural light, ventilation, a view of the outdoors, and also serve as secondary emergency egress. Classroom 2 did have OSB boards covering the windows with the exception of the evacuation window. Access to all exit windows was maintained so that they were clear of any obstruction. One issue that was noted is that barrel and/or hook & eye latches had also been installed on the evacuation windows in addition to the window latch. It was reviewed that these should be disengaged when children are present. The center should verify with the Fire Marshal if these additional latches need to be removed. There were some maintenance issues noted but nothing that rose to the level of being an immediate safety concern for the children.

In reviewing each classroom they have traditionally been established by activity programming rather than age group. One classroom had more of a media focus with video games, and a large projector, another classroom is used for STEM (science, technology, engineering, math) programming with tablets, traditional practice problem worksheets, and is used for other academic assistance programming. Two classrooms are used for general programming with tables where the children eat meals and snacks, arts/crafts, reading, and table games. The toys, materials, and equipment in each classroom was observed to be in good repair and appropriate to the ages of the children attending the program. While the materials in each classroom were limited the center does have additional items in storage which can be rotated into use throughout the year to continue to provide new opportunities to the children.

A copy of the daily schedule was posted but not the curriculum. Shawna did identify that the center does engage in general curriculum themes during the summer but she had just forgotten to post the current curriculum plan. Shawna identified that prior themes were focused on positive peer interactions with the previous week being Anti-bullying, and Friendship prior to that. It was noted that there were various posting present both commercially produced, and child created that reflected these

themes. The staff were observed to be engaged with the children during the visit attending to their needs, and implementing the program. Good behavior management techniques were observed on the day of the visit with the staff providing reminders of expected behavior.

Good health and safety practices were observed. There were no children currently taking any prescription medications on the day of my visit.
Over the counter medications are stored in a locked cabinet in the center office. The center has established allergy plans for all identified allergies and maintains that information the emergency contacts notebook that is present in each classroom. First aid kits were present and while those in classrooms needed to be replenished the center did have a larger kit near the program office with the materials necessary to address most common first aid needs. It was reviewed that when engaging in off-site activities a fully stocked first aid kit would need to be taken.. Good cleaning practices were observed and chemical cleaners were stored in areas where they were not accessible. Good hand washing practices were observed on the day of my visit.

The center has an outdoor playground that consists of a large open space with a paved area, and a grassy area. There are no climbing structures present on the playground. The space is partially fenced. Shade is provided by the building and mature trees along the edges of the playground. The center does have balls, toys, and other materials that can be taken out to the playground and also has a shed where some materials are stored. In addition to the outdoor playground area the center has access to a large gymnasium space that the children can use when weather conditions do not allow for outdoor play.

The center does have a full kitchen area where meals can be prepared on-site. Good food storage practices were generally observed but some dry pantry storage issues were identified. Some items had not been placed in an air tight sealable food grade container after having been opened. A storage closet also had boxes of food items that had been placed on a sheet of plywood on the ground. Dry pantry items need to be stored elevated a minimum of 6 inches from the ground. The kitchen was observed to be clean. While there was evidence of some insect presence with a dead insect carapace no live bugs were seen. The center did have traps and other pest control measures in place. A copy of the menu was posted and identified a good variety of credible meal options. Breakfast was being served on the day of the visit and was consistent with the planned meal of raisin bran cereal, fruit breakfast bar, and milk. The staff serving the meals did wear food service gloves. The staff did not eat with the children but supervision was provided at the tables.

In reviewing administrative records all required notices were present, and were posted at several notice boards throughout the center. Half of the staff files were reviewed and were generally found to contain all required information but the FBI check for employee had recently expired and needed to be renewed. A random selection of 25% of the child files were reviewed and all were found to contain all required information. All required inspection logs and certificates were current and available with the exception of Radon Testing which had expired in May. While the tested levels were well below the established cut off limits testing does need to be renewed.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

This center continues to be a very strong program providing services that are engaging to older age children which is a group that typically resists participating in care programs.

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

109.6(6)d: Center repeats national criminal history checks at a minimum of every four years or when aware of additional history that occurs.
-- Number not in compliance: 1

109.11(7)b: Centers at ground level that use basement area as program space, or have a basement beneath program space: Testing and plan for remedy of radon is conducted.
-- Testing results were expired and need to be renewed.

109.15(5)b: Sanitary and safe methods in food preparation, serving, and storage sufficient to prevent transmission of disease, infestation, and spoilage are followed.Staff preparing food that have injuries on hands wear protective gloves.Staff serving food use clean serving utensils and have clean hands/wear protective gloves.
-- Not all food items were in air tight sealable food grade containers once the original packaging seal was broken. Food items were observed to be stored sitting on the floor and need to be elevated at least 6 inches.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license will remain in effect at this time. Please provide a written response to the licensing consultant identifying a plan of action to correct those aspects cited as not meeting licensing standards and identifying an anticipated date of compliance.

*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.