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

Name of Center: St Luke's Childcare **Enrollment:** 40 **License ID No. (Reapplications)** 46849

Street: 1102 NW Weigel Dr **City:** Ankeny Iowa **Zip** 50023 **County:** Polk

Mailing Address: 1102 NW Weigel Dr, Ankeny, IA, 50023

Director's Name: Misty Hade **Phone Number:** 515-985-7074

On-Site Supervisor(s): N/A **E-Mail:** careprogram@slte-school.org

Date(s) of Visit: 12-14-2023

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 11-01-2023

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

Date Inspected: 08-16-2022

Comments : Fire inspections are due 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: Year-round X School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General				45	45
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 11-01-2023 to 11-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Maggie Gibson, SWIV **Date:** 12-28-2023

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced full--licensing visit was completed 12-14-23. Present for the entire visit was Misty Hade (director).

St. Luke the Evangelist Catholic School opened in the fall of 2015. The first year they served kindergarten through third grade, and each year they added an additional grade and they are now teaching up through eighth grade. They offer a child care program only during the school year, for children up to age 12, and only on days school is in session. Before school care is offered from 7:00-8:15 am, and after school from 3:15-5:30 pm.

The school principal is Misty Hade. Misty Hade is also listed as the Director. Misty has a Bachelor's degree in Elementary Education, Early Childhood and Special Education. Misty also has a Master's degree in Educational Administration. Misty has several years' experience working in elementary school programming. Scott Huber has several years' experience working in school programs, including a prior before and after school program. Misty meets the qualifications for this position.

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

Room observation/Activities: The program meets in the gym primarily with access to the restrooms and a few other rooms when needed. The gym was observed to have many activities available/stored in the gym for the BASP.

Nutrition Practices: The school kitchen is accessible but not utilized for this program. The program does provide snacks, served cafeteria style.

Health and safety: handwashing signs were posted; medications would be stored securely but were not observed. The program has access to first aid kits. Ms. Hade indicated she did not have Tornado/Fire drill sheets available but would send them to the consultant later; Emergency exit plans were posted. Radon was tested in 10/2022. The heating and cooling is managed by the school.

Playground: The playground is furnished and maintained by the school; playground checks were documented as having been completed monthly.

Transportation: NA

Administrative review: Information regarding mandatory reporter; handbook accessibility, consultant contact, license, fire/tornado plans and non-smoking signs were posted as required. Two staff files were reviewed , both employees within the first three months of employment, both missing employment physical documentation and the director indicated this would be completed as soon as possible. Six child files were reviewed and contained all the required information.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

This program offers a needed child care program within the school the children attend.

The children enjoy the program and have continuity of care. There are consistent expectations from the school day through the program.

The staff is nurturing to the children and many also work for the school and are a familiar face for the children.

The program has a secure entrance.

The children want to attend this program, the staff make the program fun and inviting.

The parents appreciate the program and appreciate the care their children receive.

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: 2
Two newly hired employees' files were without physical exam documentation; the director indicated that these would be scheduled quickly.

109.10(15)b: Emergency instructions, phone numbers, and diagrams for fire, tornado, and flood shall be visibly posted and documented at least once a month for fire and tornado. Records shall be maintained for current and previous year.

As of the writing on this report; no emergency drill check lists had been received. The director indicated they would be sent when she returned from winter break.

V. SPECIAL NOTES/RECOMMENDATIONS:

Radon testing is due every two years. The program last completed radon testing in October of 2022 and all rooms tested were under the 4.0 cutoff.

*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.