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

**Name of Center:** YMCA Childcare - King **Enrollment:** 40 **License ID No. (Reapplications)** 52082

**Street:** 1849 Forest Ave **City:** Des Moines Iowa **Zip** 50314 **County:** Polk

**Mailing Address:** PO Box 370, Waukee, IA, 50263

**Director's Name:** Emma (Arc) Simmons - Curtis **Phone Number:** 515-729-2694

**On-Site Supervisor(s):** Melissa Williams (pending) **E-Mail:** arc.simmons-curtis@dmymca.org

**Date(s) of Visit:** 04-20-2023

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

**LICENSING VISITS**

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

**Signed Application (470-0722) Received** X **Yes** **No** **NA** **Date Signed:** 11-21-2022

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

**Date Inspected:** 09-14-2022

**Comments :** Des Moines Fire Marshal.

**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 | | | | 100 | 100 |
| Summer | | | | | 0 |

**QRS Rating:** N/A

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

**Licensing Consultant:** Nate Knepper **Date:** 04-21-2023

**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 4/20/23. The director was present throughout the visit and the pending on-site supervisor was present at different times throughout the visit as well.

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. The most recent COVID updates were also reviewed.

YMCA Childcare - King Elementary opened in 1/2023. The majority of programming is held in the school's gym, cafeteria, and the outdoor playground area. The center serves school age children who attend this school. During the school year, the center operates after school from 2:45pm - 6:00pm. During the summer months, programming is 8:30am - 4:00pm. The director of this program as of 1/2023 is Emma (Arc) Simmons - Curtis. Emma (Arc) has a Master's degree and a BA degree as well as past experience working in child care. Emma (Arc) is also the director at YMCA Findley Elementary. The pending on-site supervisor of this location is Melissa Williams. Melissa has a BA degree as well as many years of experience working in child care. Melissa will need to send her official on-site supervisor paperwork to this consultant for the center file.

During the visit, children were first observed eating PM snack. Children questioned stated they washed their hands prior to sitting down to eat. Children also discussed monthly fire and tornado drills and where they relocate to when they practice these. Later in the visit, children were broken into smaller groups and doing art projects that were facilitated by staff.

**III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:**

YMCA has taken over running this program. They have several other programs in Des Moines and the Des Moines metro. All programs operate in similar fashion, have same handbooks, staff are interchangeable as needed, etc.

The director and the on-site supervisor have a lot of experience working in child care.

The center has visual "zones" posted that they use for emotional and behavioral feelings.

There is a lot of storage space.

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

Weekly staff meetings are held. Staff have regularly scheduled meetings and trainings with other YMCA site staff throughout the year as well.

The center uses an online application for files called, Core.

The center works in collaboration with United Way and has other community supports as well.

The center participates in the program 5,2,1,0.

The director and on-site supervisor believe they provide a family-like atmosphere for the families and children they serve.

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

109.4(3)a: Postings are required for: The certificate of license. Notice of exposure to communicable disease. Notice of decision to deny, suspend, or revoke center license or reduce to provisional status. All postings shall be conspicuously placed at main entrance of center.
The Permission to Open letter was not posted on the day of the visit.

109.10(9): First aid kit: The center shall ensure that a clearly labeled first aid kit that is sufficient to address minor injury or trauma is available and accessible to staff at all times when children are: In the center. In the outdoor play area. On field trips.'
First-Aid kits need to be clearly labeled.

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.
Evacuation procedures need to be posted in the gym.

**V. SPECIAL NOTES/RECOMMENDATIONS:**

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

For transportation/field trips, the center contracts with the school district. Field trips are generally only taken during the summer months.

The on-site supervisor paperwork was emailed to the director after the visit concluded. This should be filled out and sent back to this consultant via PDF email. This information will then also have to be entered into I-Power by the on-site supervisor.

I-Power and IQ4K were discussed at the visit.

Hand washing signs should also be posted by the sinks in the hallway outside the main restroom the center uses.

Management should make sure the Emergency Preparedness Kit is always accessible if ever needed rather than being stored behind other equipment.

Tornado and fire drills should be varied some if possible rather than always on the same day.

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.