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

Name of Center: St Edwards Before & After School **Enrollment:** 89 **License ID No. (Reapplications)** 22663

Street: 139 E Mitchell AVE **City:** Waterloo Iowa **Zip** 50702 **County:** Black Hawk

Mailing Address: 3225 W 9th ST, Waterloo, IA, 50702

Director's Name: Carley Epling **Phone Number:** 319-236-6131

On-Site Supervisor(s): Becky Bedard & Kaylee Holthaus **E-Mail:** cepling@cvcatholic.org

Date(s) of Visit:

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

LICENSING VISITS

New Application **Re-Application** X **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: 09-18-2023

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 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	0	75	75
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: Becky Frost **Date:** 12-16-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 10/21/24 I made an unannounced off year visit to St. Edwards Before and After School program in Waterloo. I met with Becky Bedard the on-site supervisor. Ms. Bedard has been employed by CVCS Early Childhood Program since September 2020 as a childcare teacher. She started at the St. Edward's program in August 2024. Carley Epling is the director of the program. Ms. Epling has a BA in elementary education and previous experience in a childcare center. She started with the program in May 2019 and became the director in October 2019. She obtained her National Administrator Credential (NAC) in August 2020. There are five staff members present during the morning hours of the program and six staff members present during the afternoon hours of the program.

The program operates Monday through Friday from 6:30 until 8:30 am and 3:45 pm until 5:30 pm during the school year. They operate 6:30 am until 5:30 pm on no school days. They do not operate during the summer months. It serves only school-aged children. The program is in St. Edward's Catholic Elementary School. The program moved into the school during the 2020-2021 school year. There are currently 89 children enrolled.

The program operates out of two rooms and have use of the gym and cafeteria. An inspection of each room/space was completed. Windows provide natural lighting. I visited the program during the afternoon hours. The program was within ratio during my visit.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, art, writing, math, science/discovery and music and movement. 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. When children are in the gym staff need to position themselves so they can supervise the children going into one of the classrooms to get new centers.

The program uses the Brightwheel app to communicate with parents and to sign children in and out of the program. Staff members also use the app to communicate with one another.

There was a phone with emergency numbers in each room. Emergency fire and tornado procedures and evacuation diagrams were posted near the main program doors and outdoor exits in the classrooms and gym. The emergency diagram must be posted near both exits in the cafeteria. A daily schedule was posted in each classroom.

The program uses bathrooms near the childcare entrance. The girls' bathroom has two toilets and two sinks and the boys' bathroom has two toilets, two urinals and two sinks. Handwashing procedures were posted in both locations. There is also a bathroom available in the gym. The bathroom has one toilet and one sink. Handwashing procedures were posted. There are additional bathrooms in the school.

I reviewed documentation of monthly fire and tornado drills. Fire and tornado drills should be practiced on separate dates.

Monthly playground inspections were not completed the last two school years because the program was not using the playground. This year the program is using the playground so playground inspections must occur. A radon test was completed in November 2022 and is good for two years. Results were within EPA guidelines. The fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site in each classroom. In the room for the older children, it is located under the shelves and in the room for the younger children it is located near the flag. A carbon monoxide detector should also be placed in the cafeteria because it is on a lower level and a carbon monoxide detector must be present on each level. Outlets were protected. The fire marshal inspection occurred on 09/18/23.

The center has a complete first-aid kit and it is replenished as necessary. Remind staff members to take the first-aid kit outside with the children.

The program is not on the Child and Adult Care Food Program (CACFP) but follow the guidelines. The children are not provided breakfast, but they are released to the school at 8:00 am if they want to eat breakfast. The children are provided an after-school snack. Snack is provided by the childcare center. Snack menus were available for review and CACFP guidelines are followed.

The childcare program is open on “no school” days. On those days the center does not proved the children breakfast but does provide a morning and afternoon snack and lunch. Parents pay a fee for lunch and it comes from CVCS Early Childhood Program. Children can also bring a cold lunch from home.

The children eat snack in the school cafeteria. There is a refrigerator and a thermometer was present. Food items were stored according to NHSPS guidelines. Disposable products are used so dishwashing is not necessary.

The center uses SUDS Sanitizer to sanitize the food tables and toys. There was no information on the product bottle that stated whether or not this product is approved for use on food tables. The product also did not state the required dwell time. This information is required. If you cannot find out if SUDS is an approved product to use on food tables with the dwell time you will have to use another product. Tables must be cleaned with soap and water prior to the sanitizer.

The parent information is located on a window where the children enter the daycare. 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.

The children are using the playground used by the elementary school. It is owned by the city. There is a large grassy area behind the school. There are three separate areas with play equipment. Woodchips are used for fall surfacing. Two of the areas have swings. One area has monkey bars, parallel bars, slides and a bridge. Trees and the building provide shade.

There is a large concrete area with basketball hoops that is part of the school. There is a picnic table for the children to rest.

Staff members are organized and have great teamwork. They maintained constant communication with one another using walkie talkies. The children are divided into six groups so staff members can supervise smaller groups of children. The children start their afternoon in the cafeteria for snack. Staff members move around the space providing supervision but also maintain positive conversation with the children. They interacted with the children at their level as they ate snack. When they broke into groups the staff communication continued. Staff members were flexible and were great with the children. The children appeared to enjoy their time at the center.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Bedard is an incredible leader. She is organized and her staff members appear to respect her and be open to her ideas.

Ms. Bedard states she has a great team of staff members to work with. She states they are a strong group and they have great “teacher voices”.

Ms. Bedard states the program provides good structure for the children but she is continually working to make improvements.

Ms. Bedard states the staff members care about the children and play with the children.

The program is utilizing the playground, which is great when the children have been inside all day.

Ms. Bedard states she works at the site Monday through Friday, mornings and afternoons, so the children know her expectations because she is always here.

The program uses the Brightwheel app to communicate with parents and to sign children in and out of the program. Staff members also use the app to communicate with one another.

The program has substantially increased their enrollment this school year.

The program allows children to stay on site at the school and parents do not have to worry about transportation.

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

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.

An administrative change is being made to name Becky Bedard as the on-site supervisor.

In December 2024 an administrative change is being made to name Kaylee Holthaus as an additional on-site supervisor.

*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.