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

Name of Center: Full Circle Child Development Center LLC **Enrollment:** 145 **License ID No. (Reapplications)** 37763

Street: 9375 Bishop DR **City:** West Des Moines Iowa **Zip** 50266 **County:** Polk

Mailing Address: PO Box 730, Waukee, IA, 50263

Director's Name: Jarrid Cyr **Phone Number:** 515-987-9642

On-Site Supervisor(s): Katie Cyr **E-Mail:** fullcirclecdc@gmail.com

Date(s) of Visit: 05-20-2024

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:** 04-29-2024

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

Date Inspected: 02-22-2024

Comments : West Des Moines Fire Marshal.

LICENSE TYPE: X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

Financial Type: X Profit Non-Profit NA

Accredition: Accredited NAEYC NSACA Other X NA

Program Serves: X Infants (0-23 mo.) X 2 Years X Preschool-Age School-Age

Get-Well Evening Care Special Needs

SCHEDULE: X Year-round School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	50	41	129	0	220
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 06-01-2024 to 06-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Nate Knepper **Date:** 05-21-2024

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 5/20/24. The owners (director and on-site) were both present for this visit.

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.

Full Circle Child Development Center is a center located in West Des Moines in a strip-mall area that opened for business on 1/30/12. The center is family owned. Jarrid Cyr and Katie Cyr are the owners as well as the director (Jarrid) and on-site supervisor (Katie). Both individuals have prior experience working in child care and meet the qualifications for director and on-site supervisor. The center serves children ages six weeks in age through roughly five years in age from 6:45am - 5:45pm Monday through Friday. The center utilizes the Creative Learning Curriculum and the High Scope Curriculum in classrooms.

There are 17 classrooms total. Some of these classrooms are connected to each other so they are shared space.

During the visit, children were observed playing outside on the playground, napping in cribs, having tummy time on the floor, engaged in free-choice play at the different learning stations in the classroom, engaged in a large group/circle/calendar activities being facilitated by staff, and washing their hands. Staff were engaged with children and spaced out in classrooms and the playground. Staff and children gave specific answers as to where they go for monthly fire and tornado drills.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center has a secure entrance. Families are given two keys pads at initial enrollment to gain access into the center. Families (as well as staff) also sign in/out of the center using the electronic system in place.

There is a communication center/desk at the main entrance that is staffed so that families and children can be greeted in the morning. The two main offices are also located near the main entrances.

The center is family owned. All lead teachers in classrooms have degrees or working towards degrees. Several staff are involved in the TEACH program.

Many of the forms/handbooks/etc. are online (electronic daily sheets, center website, etc.). The center continues to incorporate Bright Wheel into more of their online activities.

Each classroom periodically will send out a classroom newsletter with updates of activities. Again, information is also often sent through Bright Wheel.

Monthly or every other month, staff meetings are held.

The center has implemented a "Super Saturday" for a thorough cleaning, sanitation, disinfecting throughout the center. There are one or two "Super Saturdays" a year.

Children participate in a formal and free large-motor gym activity with professionals.

All classrooms were clean and nicely decorated. Good staff-child activities were observed.

The center has an indoor gym when weather does not permit outdoor play.

There is a good mix of tenured and newer staff. Staff reportedly work well with each other.

Enrollment remains steady.

Bonus incentives are provided to staff who get their training completed ahead of deadlines.

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

109.9(2): All files are updated at least annually and when a change occurs.
One child file was past due for an annual update.

109.9(2)c: All files contain information regarding the specific health and medical needs of a child including information regarding any prescribed treatment.
For school-age programs in the child's school, all files include a statement signed by the parent that the immunization information is available in the school file.
Number not in compliance: 1 child did not have an updated/current physical in their file. THIS IS A REPEAT ISSUE THE PAST TWO YEARS.

109.9(3): Signed and dated Iowa immunization certificates are on file for each child enrolled.
Number missing: 0
Number invalid: 4 immunizations were not signed/dated.

109.10(3)c: For ongoing, long term medications, authorization shall be obtained for a period not to exceed the duration of prescription.
There were a couple of expired epipens observed during the visit. THIS IS A REPEAT ISSUE FROM LAST YEAR.

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.
1. Several evacuation procedures were not posted in classrooms. THIS IS A REPEAT ISSUE FROM LAST YEAR, HOWEVER, THIS WAS CORRECTED DURING THIS YEAR'S VISIT.
2. Several months of fire and tornado drills were not recorded in 2023. They were current to date in 2024 so far. It is again apparent these are being done because of specific answers staff and children gave when questioned by this consultant, however, these need to be recorded/documented monthly as well. THIS IS A REPEAT ISSUE FROM LAST YEAR.

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and outdoor space is provided. The outdoor area shall include safe play equipment and area of shade.
1. There are still several bolts along the bottom of the fence that need to be cut/capped. THIS IS A REPEAT ISSUE FROM LAST YEAR. HOWEVER, THE CENTER IS ALSO GOING TO BE COMPLETELY RENOVATING THE PROGRAM TENTATIVELY THIS SUMMER OF 2024.

V. SPECIAL NOTES/RECOMMENDATIONS:

Radon testing was last conducted 7/12/21 - 7/14/21. Radon levels in classrooms came back below the 4.0 cutoff. Because all classrooms came back below the 4.0 cutoff, radon testing can now be done every five years so long as the levels remain below 4.0. If 4.0 or higher, mitigation strategies will need to be incorporated and the center would move back to every two years testing at least temporarily.

The furnace is inspected quarterly and the last invoice on file was from 7/1/23.

It was previously noted for transportation on field trips, the center contacts with the Waukee School District and use a bus. Children's emergency contacts and a first-aid kit are always taken along.

I - Power and IQ4K were discussed at the visit. It appears all staff have I - Power profiles. Some staff have uploaded training and other staff still need to do so.

It is recommended Boppy pillows not be used in the child care center. If used, staff need to be providing careful supervision and be within an arm or two length away.

It was noted the center is planning on completely renovating the playground in the summer of 2024.

Management will need to review the center's Emergency Preparedness Plan and reach out to their relocation sites to make sure this is still practical.

It is recommended that parents list at least one emergency contact and authorized pick up person other than themselves.

Organization of child files continues to be a bit of an issue. Currently, the center has three different filing methods. It is recommended they just use Brightwheel to help streamline and make this process more efficient. The child file form was again emailed to the center after the visit concluded.

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.