Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: YMCA School Age Care at Southdale Elem

Provider No.: 46272

Address: 627 Orchard Dr, Cedar Falls, IA, 50613

County: Black Hawk

Director's Name: Brandon Bennett

On-Site Supervisor: Faith Fitzgerald

Phone Number: 3195532900

E-Mail: BBennett@blackhawkymca.org

HHS Visit Date: 09/22/2025

Licensing Period: 01/01/2026 to 01/01/2028

Fire Inspection:

Date Inspected: 03/15/2024

Comments:

Report Visit Type:

- [ ] PTO
- [X] Licensing Visit
- [ ] Drop In
- [ ] Administrative Change

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

- [ ] Year-Round
- [X] School Year
- [ ] Summer Only

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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday		6:30 AM to 6:00 PM	
Tuesday		6:30 AM to 6:00 PM	
Wednesday		6:30 AM to 6:00 PM	
Thursday		6:30 AM to 6:00 PM	
Friday		6:30 AM to 6:00 PM	
Saturday			

Program Population Served:

- [ ] Infant(0-<24 Months)
- [ ] Toddler
- [ ] PreSchool
- [X] School Age
- [ ] All Ages

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	0	0	0	50	50
Summer					0

1. Basic Overview

On 09/22/25 I made an unannounced licensing visit to YMCA School Age Care at Southdale Elementary in Cedar Falls. I met with Faith Fitzgeerald, the on-site supervisor for the program. Ms. Fitzgerald has been with the program for 2.5 years. There are two staff members with the children in the morning and two staff members in the afternoon. The program would benefit from an additional staff member in the afternoon because they have a child who requires more attention.

Brandon Bennett is the director. Mr. Bennett is the Director of Youth Development, SAC. Mr. Bennett started with the YMCA on 10/05/22. He has previous experience in childcare, including as an assistant director, in Minnesota. His office is in the YMCA facility in Waterloo.

The program is in Southdale Elementary. They primarily operate out of the cafeteria area but also utilize the school gym. The before and after school program operates Monday through Friday from 6:30-8:30 am and 3:30-6:00 pm. Every Wednesday the children get out of school at 1:50 pm. The program serves children who are in kindergarten through sixth grade. There are currently 35 children enrolled.

The cafeteria and gym are open spaces that allow for free play and organized activities. Natural lighting is available in the cafeteria and artificial lighting is used in the gym. The centers observed include art, magnets, Legos, games and table toys. Centers are stored in a closet located in the cafeteria.

I visited the program during the morning session. They were in ratio during my visit. The number of children at the program at any one time is changing constantly because of children arriving and leaving.

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The children primarily use two bathrooms located outside the cafeteria. The girl's bathroom has six toilets and three sinks. The boy's bathroom has two toilets, three urinals and three sinks. Handwashing procedures were posted in both locations. There are additional bathrooms in the school.

Staff members use a YMCA cell phone. Emergency numbers with the program's address and phone number and the poison control number must be posted so staff members have immediate access to them. This was also cited in last year's report. Emergency fire and tornado procedures and evacuation diagrams were not posted by the main program doors and outdoor exits in the cafeteria and gym. Post the evacuation diagram near the primary entrance into the cafeteria and near all three exits out of the gym. The daily schedule was not posted. You must post this where parents can see it. This was also cited in the last two years' reports.

I reviewed documentation of monthly fire and tornado drills. There were no records of fire or tornado drills being practiced this school year (2025-2026). There was no documentation of fire or tornado drills for me to review from the 2024-2025 school year. This is unacceptable. Copies of the records from the current and previous year must be maintained so they can be reviewed during licensing visits. Fire and tornado drills must be practiced monthly, on separate dates, and both should be practiced during the morning session and the afternoon session so that all enrolled children are participating in them.

I reviewed documentation of monthly playground inspections for this school year. The program did not have inspections for the 2024-2025 school year. Playground inspections must occur every month. Copies of the records from the current and previous year must be maintained so they can be reviewed during licensing visits.

Radon testing, a fuel burning inspection and a carbon monoxide detector are not necessary because the program is exempt from environmental assessments as a before and after school program that serves only school-aged children and located in a public-school building. Outlets were protected. The fire marshal inspection occurred on 03/15/24.

The YMCA offers afternoon snacks. The snack menu was posted. Disposable products are used so dishwashing is not necessary. Child and Adult Care Food Program (CACFP) guidelines are being followed. Snacks are provided by the YMCA. Not all snacks were stored according to the NHSPS guidelines. There was cereal that was not stored correctly. Once a food item is opened it must be stored in a sealed plastic, metal or glass container and be dated. This was also cited in the last two years' reports. The children can eat breakfast through the school once they are released from the YMCA program.

The program is using Envirox Concentrate 118 to sanitize the food tables. The product bottle specifically states that it is for "non-food contact surfaces". This product cannot be used on the food tables. The school provides this product. They must provide you with something that is appropriate for food tables or you will have to purchase your own. This was cited in last year's report. Additionally, the program is not cleaning the food tables with soap and water prior to using a sanitizer. This is required. You must also label all product bottles.

The parent information is located on a portable bulletin board. The mandatory reporter, childcare consultant and the handbook availability were posted. The license was conspicuously posted. A no-smoking sign was posted at the entrance. Make sure the menus, fire and tornado drills and playground inspections that you post are current. Update my contact poster with the correct email address.

The program uses the elementary school's playground. The area is partially fenced in. Rubber tiles are used for surface cushioning. There are swings, bars, slides, climbing equipment, a climbing wall, rings, teeter totter, spinning items and rocking toys. There was a new playground area recently added. Rubber tiles are also used in this area. There is a large rope obstacle course. There is also a balance beam. There is a grassy area for play and a basketball court. Benches are available and trees provide shade.

The gym is available when the children cannot go outside.

The children's files were reviewed at the time of the licensing visit. I reviewed six children's files. Parents must provide at least one emergency contact other than themselves. Two files only provided the name of parents for emergency contacts. Three files did not have parental signed health statements with the information that immunization records are with the school.

On 10/02/25 I reviewed one staff file at the YMCA. The staff member had fingerprint results, but they were not completed

by DCI, which is mandated.

2. Identify Observed Strengths of the program

Staff members were sitting at tables playing games with the children. They got down to the children's level to communicate with them and to talk them through solutions and choices. Staff members were patient and used positive redirection when necessary. Staff members moved around the space to provide clear supervision. They were flexible with the schedule to meet the needs of the children. The children appeared to enjoy their time at the program.

Ms. Fitzgerald states the staff members are really good.

Ms. Fitzgerald states the communication between staff members is good.

Staff members greeted the children and parents as they arrived.

The program is inclusive . They make sure all the children feel included.

The program meets a need in the community to provide care for children before and after school. They are safe on the school site and do not have to transition to a new location.

3. Identify the aspects that fall below the standard

109.9(1)a: All files contain:Copy of a department criminal history record check form or any other permission form approved by Department of Public Safety for conducting an Iowa or national criminal history record checkCopy of a request for child abuse information form, when applicable.Copies of results of Iowa record checks conducted through the SING for review by the department upon request.Copies of national criminal history check results.Any department issued documents sent to the center related to a record check, regardless of findings.
The staff member had fingerprint results, but they were not completed by DCI, which is mandated.

109.9(2)a-c: All files contain sufficient information to allow the center to contact the parent or emergency contact at any time child is in center's care as well as who can pick up the child as authorized by the parent.
Parents must provide at least one emergency contact other than themselves. Two files only provided the name of parents for emergency contacts.

109.9(2)j: School-age (for children five years and older and enrolled in school): Annual statement of health status signed by parent is submitted prior to admission, certifies that the child is free of communicable disease, and lists allergies, medications and acute/chronic conditions.
Three files did not have parental signed health statements with the information that immunization records are with the school.

109.10(13)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.
There were no records of fire or tornado drills being practiced this school year (2025-2026). There was no documentation of fire or tornado drills for me to review from the 2024-2025 school year. This is unacceptable. Copies of the records from the current and previous year must be maintained so they can be reviewed during licensing visits. Fire and tornado drills must be practiced monthly, on separate dates, and both should be practiced during the morning session and the afternoon session so that all enrolled children are participating in them. Emergency fire and tornado procedures and evacuation diagrams were not posted by the main program doors and outdoor exits in the cafeteria and gym. Post the evacuation diagram near the primary entrance into the cafeteria and near all three exits out of the gym.

109.11(3)a: Center shall ensure that:Facility and premises are sanitary, safe, and hazard free.Sufficient lighting shall be provided.Sufficient ventilation.Sufficient heating.Sufficient cooling.Equipment placed in the program area is maintained so as not to result in injury to the children.
The program is using Envirox Concentrate 118 to sanitize the food tables. The product bottle specifically states that it is for

"non-food contact surfaces". This product cannot be used on the food tables. The school provides this product. They must provide you with something that is appropriate for food tables or you will have to purchase your own. This was cited in last year's report. Additionally, the program is not cleaning the food tables with soap and water prior to using a sanitizer. This is required. You must also label all product bottles.

109.11(4)b: Record of monthly inspections of outdoor recreation area and equipment shall be kept.
The program did not have inspections for the 2024-2025 school year. Playground inspections must occur every month. Copies of the records from the current and previous year must be maintained so they can be reviewed during licensing visits.

109.11(6): Telephone: Working phone with posting adjacent for emergency numbers for police, fire, and poison control center. Center street address and phone included in posting.List of emergency numbers for children kept near phone.
Emergency numbers with the program's address and phone number and the poison control number must be posted so staff members have immediate access to them. This was also cited in last year's report.

109.13(5): Centers shall ensure that food preparation and storage procedures are consistent with the recommendations of the CACFPs.
Not all snacks were stored according to the NHSPS guidelines. There was cereal that was not stored correctly. Once a food item is opened it must be stored in a sealed plastic, metal or glass container and be dated. This was also cited in the last two years' reports.

4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance

N/A

5. Special Notes/Recommendations

A full license is issued. All DHS licensing standards and procedures must be maintained during the renewal period.

You must provide me with an email with information on how all the violations have been corrected. I should not be seeing repeated violations every year. All HHS licensing standards and procedures must be maintained during the renewal period.

An administrative change is being made to remove Bekah Stevens as a co-director. Mr. Bennett remains the director.

An administrative change is being made to name Faith Fitzgerald as the on-site supervisor.

Staff members must have fingerprints through DCI. If you need information on the HHS record check process, contact me and I will provide this to you.

Fire and tornado drills must be practiced every month and documented. It is administrations responsibility to oversee the program and make sure these drills are being practiced every month. This is a repeat violation.

You must find a sanitizer that is safe for food contact surfaces. Staff members must wash the tables with soap and water and leave the sanitizer on for the mandated dwell time. Additionally, there is a repeat violation for cereal not being stored according to NHSPS guidelines.

Make sure the fire and tornado evacuation diagrams are near all exits out of the cafeteria and gym.

I met with Ms. Fitzgerald after my observations to discuss my areas of concern. I also emailed Mr. Bennett to inform him of the areas that fell below licensing standards.

Date: 10/20/2025

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HHS Licensing Consultant: Becky Frost

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Care License. Please take steps necessary to completely address each of the violations noted above.

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at **https://iowaccrr.org**.