Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: After School Program

Provider No.: 51570

Address: 710 North ST, Iowa Falls, IA, 50126

County: Hardin

Director's Name: Kyle Fett

On-Site Supervisor: Rachel Thompson

Phone Number: 6416486420

E-Mail: asp@ifacadets.net

HHS Visit Date: 09/17/2026

Licensing Period: 10/01/2025 to 10/01/2027

Fire Inspection:

Date Inspected: 10/28/2024

Comments:

Report Visit Type:

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

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

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

Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday	8:00 AM to 6:00 PM		
Tuesday	8:00 AM to 6:00 PM		
Wednesday	8:00 AM to 6:00 PM		
Thursday	8:00 AM to 6:00 PM		
Friday	8:00 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				50	50
Summer					0

1. Basic Overview

An unannounced annual visit was made to the After School Program located at the Rock Run elementary school in Iowa Falls on 09-17-26 where I met with the center director Kyle Fett, and on-site supervisor Rachel Thompson. Kyle Fett is the school principal but Rachel oversees the day to day operation of the program. Katie took over the on-site supervisor position with the start of the 2026-27 school year and is qualified for the position based on her experience and on-going training in early childhood education as a para-professional with the school. The program is owned by the school and provides after school programming during the school year, and full day programming during the summer to school age children only. There are currently 30 children enrolled in the program served by 4 teachers. All aspects of the program subject to licensing standards were reviewed with the exception of employee files which are maintained by the school district administrative office. A request for verification of those records has been made and any issues that are identified will be addressed at that time.

The program is operated out of the school cafeteria which has a typical arrangement of a large open space with trestle tables. Due to the multiple use nature of the space the program is not able to create traditional activity centers but does maintain materials in storage cabinets which can be brought out for use each day. Restrooms are located directly accessible from the cafeteria area. A new air conditioning unit was installed to maintain temperatures during warmer weather. The cafeteria has windows along the exterior walls that provide natural light, a view of the outdoors, and ventilation. There is an entrance both to the main interior hallway of the school, as well as a direct entry from the exterior which is used by parents for picking children up. The program also has access to other school facilities including the library, gymnasium, and outdoor playground.

CHILD CARE CENTER ANNUAL EVALUATION

2. Identify Observed Strengths of the program

Interaction & Programming:
Due to the limited hours of operation during the school year the program has a very limited curriculum consisting primarily of offering the children an opportunity to complete any homework, and providing other activity options. The center has used a general focus theme curriculum approach in the past but a copy of lesson plan or identification of a theme was not present on the day of the visit.
Good interactions were observed with all staff presenting a positive and engaged demeanor.
The program followed good practices with using a sign in sheet and doing name to face recognition with all children attending the program. When out on the playground the staff did position where they were able to observe children, and were attentive to issues such as injury, and behavioral conflict.
Ratio was maintained in the center as required with two staff present.

Health & Safety:
The staff did instruct children to wash their hands before snack service but several were observed to not do so.
While the school maintenance department has primary responsibility to clean the facilities the program does have access to cleaning materials for sanitizing tables, toys, and other equipment as needed.
A first kit is present but does need to be replenished. The program does have access to additional supplies in the school nurse's office.
During the visit one child did fall on the playground and the staff did respond by providing a cold pack, and support.

Nutrition:
During the school year due to the limited hours of operation meals are not served but snacks are provided. During the summer when the program operates for the full day the program makes use of the school summer lunch program.
Snacks primarily consist of prepackaged single serving items but a there were several bulk packaged items that were not properly stored in air tight containers as required.
The center does maintain a list of items typically served and several of the options included items that would not be considered credible.

Playground:
The program makes use of the school playground and equipment for which the school district maintenance department is responsible to inspect and maintain. It was reviewed that staff do still need to conduct routine inspections and if any issues are identified they would need to restrict children from using that element and notify the school to request maintenance.

Administration:
All required notices for No Smoking, Consultant Contact, Mandatory Abuse Reporting, and License Certificate were present.
Notices for emergency evacuation, hand washing, and the daily schedule were present. Documentation of other required elements for curriculum, and menu of snack service were not present.
Child contact and health information is maintained in the school office but the program does maintain emergency contact numbers for each child present.
Employee files are maintained by the school district office and a request for verification of required background checks, physicals, and training certificates has been made.
The school is also responsible to maintain inspection logs and certificates, but one issue that was reviewed was the need for the program to conduct monthly fire and tornado drills. Rachel stated she did not know where those prior records were and she was instructed to begin and maintain new logs.

3. Identify the aspects that fall below the standard

109.10(6): Children’s hand washing: Center shall ensure staff assist children in personal hygiene.
-- Several children were observed to not wash their hands immediately prior to snack service as required.

109.13(1 and 2): Center shall serve each child a full, nutritionally balanced meal as defined by CACFP guidelines.Staff shall provide supervision at table during snacks and meals.Children at center two hours or longer shall be offered food of not less than two hours and no more than three hours apart unless child is asleep.Menus shall be made available to parents and kept on file with substitutions noted.Avoid foods with high incident rate of causing choking.

CHILD CARE CENTER ANNUAL EVALUATION

-- A copy of the planned snack menu, or documentation of items actually served was not maintained. In addition several snack options would not be considered credible. Several bulk packaged items were not properly stored in air tight sealable food grade containers after having been opened. It was reviewed that whether center participate in the Child and Adult Care Food Program (CACFP) for reimbursement or not those requirements must still be followed.

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

Sample forms were sent to the center to assist with documenting required information such as emergency drills, playground inspections, and first aid kit supplies.
Information regarding CACFP requirements including the CACP Shopper application were provided to the center.
Requirements for child and staff handwashing were reviewed.

5. Special Notes/Recommendations

A full license will remain in effect at this time. Please provide a written response to the licensing consultant identifying a plan of action to correct and maintain those aspects cited as not meeting licensing standards and identifying an anticipated date of compliance. At least one visit will be made to the center during the next year.

Date: 09/22/2026

HHS Licensing Consultant: Ray Salsbury

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**.