

CHILD CARE CENTER COMPLAINT

Name of Center: HACAP Head Start-Inn Circle	Enrollment: 35	License ID: 25078
Street: 5560 6th St SW	City: Cedar Rapids	IA Zip Code: 52404 County: Linn
Mailing Address: 5560 6th St SW		
Mailing City: Cedar Rapids	IA Zip Code: 52404	
Director's Name: Amy Goddard	Center Phone Number: 319-366-7631	
On-Site Supervisors: Amy Goddard	E-Mail Address: agoddard@HACAP.ORG	

Date of Complaint: 03-28-2025**Date of Visit:** 04-02-2025
☒ Scheduled

 ☐ Unannounced

 ☐ NA

☒ Non-Compliance with Regulations Found

 ☐ Compliance with Regulations Found
RECOMMENDATION FOR LICENSE☒ NO CHANGES to licensing status recommended☐ PROVISIONAL license from _____ to _____☐ SUSPENSION of License☐ REVOCATION of License**Complaint Details:**Did this complaint result in a serious injury? ☐ Yes ☒ NoDid this complaint result in a death to a child? ☐ Yes ☒ No**Summary of Complaint:**

A complainant reported that on 3/27/2025 staff Jessica T left a 2yo child alone in the classroom for approximately 20 minutes.

Licensing Rules Relevant to the Complaint:

109.8(2) Ratio maintained in center as required by age.

Inspection Findings:

On 4/2/2025, licensing along with an additional DHHS person conducted a visit to HACAP Head Start - Inn Circle. The following is based upon face-to-face interviews with staff, observations while on-site and review of internal and external administrative items:

109.8(2) Ratio maintained in center as required by age. RULE VIOLATED.

- Information gathered indicated on 3/27/2025 the day's normal schedule and routines were out of the ordinary due to a special on-site family event happening. Further information gathered indicated on 3/27/2025 staff Jessica T left a 2yo child alone in a classroom for approximately 20 minutes. The 2yo child was found unharmed and playing with toys in the classroom.
- Management continues to regularly review ratio and supervision rules, policies and procedures with all staff.
- One staff is no longer working at HACAP Head Start - Inn Circle.

Special Notes and Action Required:

CHILD CARE CENTER COMPLAINT

Based upon the above, no response to this report is requested.

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact your DHHS 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 DHHS Licensing Consultant to inquire.

Consultant's Signature:

Amy Lyons

Date:

04-28-2025