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

**Name of Center:** Adventure Day Camp **Enrollment:** 25 **License ID No. (Reapplications)** 52506

**Street:** 720 Grand Ave **City:** West Des Moines Iowa **Zip** 50265 **County:** Polk

**Mailing Address:** 5615 Hickman Rd, Des Moines, IA, 50310

**Director's Name:** Owen Ballard **Phone Number:** 515-309-1445

**On-Site Supervisor(s):** Jocelyn Richet **E-Mail:** oballard@campfireiowa.org

**Date(s) of Visit:** 07-25-2024

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

**LICENSING VISITS**

X **New Application** **Re-Application** **NA**

**Signed Application (470-0722) Received** X **Yes** **No** **NA** **Date Signed:** 04-18-2024

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

**Date Inspected:** 02-15-2024

**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 X Other NA

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

Get-Well Evening Care Special Needs

**SCHEDULE:** Year-round School-Year X Summer Only

| **HOURS:** | *Year-round* | *School-Year* | *Summer Only* |
|---|---|---|---|

| LICENSE CAPACITY | Infants | 2 Years | Preschool | School-Age | Capacity |
|---|---|---|---|---|---|
| General | 0 | 0 | 0 | 100 | 100 |
| Summer | | | | | 0 |

**QRS Rating:** N/A

| RECOMMENDATION FOR LICENSE: | |
|---|---|
| X | **FULL** license from 08-01-2024 to 08-01-2026 |
| | **PROVISIONAL** license from |
| | **DENIAL** of initial application |
| | **SUSPENSION** of license |
| | **REVOCATION** of license |

**Licensing Consultant:** Nate Knepper **Date:** 07-25-2024

**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 7/25/24. The director was present throughout the 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.

Adventure Day Camp (West Des Moines Campus) is a summer only program for school-age children that is owned by Camp Fire Heart of Iowa. The owners have two other programs in/near the Des Moines Metro in addition to this program. This consultant only licenses this program. The director of this program is Owen Ballard. Owen has a Bachelor's degree as well as a Master's degree in Administration. Owen also has past experience working in child care and with school-age children. The on-site supervisor at this location is Jocelyn Richet. Jocelyn has a Bachelor's degree as well as past experience working in child care. The center uses their own specific lesson planning with children.

During the visit, some children were at a neighborhood park just up the street with their staff members. On site, there were other children with a staff member in a classroom. Children were working on arts and crafts projects with direction from their staff member.

There are five classrooms. Room 304, Room 307, and Room 309 all have capacities of 12 children. Room 311 has a capacity of 24 children. Room 313 has a capacity of 40 children.

**III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:**

This is a new center that seems to meet a need in the community. This is a more unique program where children are registered for a week at a time.

The director thought he had a really good staff working at this location. The on-site supervisor has received several complements from parents.

The program has a good working relationship with the families they serve.

There are good community partnerships as well as good partnerships with the church and the other preschool program located on a different floor of the building.

This is the third program in the Des Moines area for Adventure Day Camp. The programs can share staff, use the same handbooks, etc.

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

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.
There was a cleaning product in a lower cabinet in one of the classrooms. It also appears there is a leaky water pipe in this lower cabinet.

109.11(7)c: All centers: Annual inspection prior to heating season of all fuel-burning appliances to reduce risk of carbon monoxide poisoning and shall install one carbon monoxide detector on each floor that conforms to UL Standard 2034.
The center will need to purchase a carbon monoxide detector and place in the hallway.

**V. SPECIAL NOTES/RECOMMENDATIONS:**

No later than one year after the open date (so no later than 6/10/25) radon testing is needed in all five classrooms. All classrooms will need to come back with radon levels below the 4.0 cutoff. If levels in all classrooms are below 4.0, the center can move to testing for radon at least every five years. So long as radon levels remain below 4.0, they can remain on a five year plan. If at the next testing, levels in any classroom come back 4.0 or higher, the center will have to have a mitigation plan, retest, and at least temporarily move back to testing every two years.

The annual boiler inspection was last completed 12/21/23.

The center has their own school bus and their own driver for field trips that are not within walking distance. Regular maintenance is performed on this bus.

It is recommended that staff files be organized director per the staff tracking sheet that was previously emailed.

Parents have 30 days from date of enrollment to get physicals and immunization records to the center. Because this program is located in a church and not in the children's schools, actual annual physicals will also be needed in children's files rather than a health statement.

It appears all staff are connected in I -Power to this center with the exception of the on-site supervisor. She will need to be connected. All staff should upload their annual training certificates into I - Power as well as well as keep hard copies in individual files.

The evacuation procedures were present in room 307, but they should be on the wall by the doors like the they are in the other classrooms.

Hand washing signs should also be posted by all classroom sinks.

A few immunizations will need to be transferred over to a State of Iowa approved form.

The program should work with the church so they can also have copies of inspections (boiler, etc.) for their files.

The handbooks were previously reviewed by another consultant and found to be complete so they were not reviewed by this consultant.

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.