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

Name of Center: The Tot Spot **Enrollment:** 33 **License ID No. (Reapplications)** 51483

Street: 904 J Ave **City:** Milford Iowa **Zip** 51351 **County:** Dickinson

Mailing Address: 904 J Ave, Milford, IA, 51351

Director's Name: Mandy Robertson **Phone Number:** 712-338-2730

On-Site Supervisor(s): **E-Mail:** mandyrobertson45@gmail.com

Date(s) of Visit: 08-10-2023

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:** 08-02-2023

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

Date Inspected: 06-01-2021

Comments :

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*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	16	6	21		43
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 09-01-2023 to 09-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Jana Drew **Date:** 09-05-2023

I. IF CURRENT LICENSE IS PROVISIONAL, IDENTIFY THE CORRECTIVE ACTIONS

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Visited the center on 08-10-23 and and spoke with Mandy Robertson, director & owner. Ms Robertson was an in home childcare provider and has several years working in childcare. The Tot Spot is in the building where Little Hands Childcare Center used to be. This program opened on 07-26-21 due to some remodeling. This center is a remodeled specifically for childcare. The center has three rooms for the children. Meals are prepared onsite in a kitchen that is inaccessible to the children. Two fenced-in playground areas are adjacent to the building. The program serves infants through Preschool age Monday through Friday 6:30 am to 5:30pm.

There are 33 children enrolled in the program, however there were 29 6 children present at the the time of the visit. All areas of the program were observed. The areas observed consisted of classroom observations and activities, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review. The center continues in following all guidelines
put forth by DHS regarding the corona-virus and doing everything they can to support their staff and families. The center has been cleaning toys daily that children use.

The two-school year old room is one large area, however, an area is sectioned off for just the two year olds. Sufficient amount of toys for the number of children. Children have access to a bathroom. Toys are at the children's level and accessible. Daily schedule of activities was posted. The center has the following areas throughout the room for the children to explore and learn: blocks, puzzles, toys and books. Displayed throughout the room were colors, children's art work, numbers, pictures of the children and the alphabet. Child size furniture throughout the area.
It was discussed what ratio is for two's as a 1 year old was apart of the twos. Mandy stated that a parent had dropped off a child that was not on the scheduled and she had just told staff that they didn't need them to come in. Mandy did contact staff when child was dropped off and staff did come in to meet proper ratio. Mandy currently allows for children to be dropped off to center as late as 11:00am. Mandy plans to lower the time to 9:00am that children need to be dropped of by unless work schedule is already known to proper staff/ratio is provided.

The infant room 4 infants(6 weeks to 1year old) at the time of the visit with one staff. Sufficient amount of toys and equipment for children in
the room. A changing table and sink are available in the room. Daily sheets are recorded on the Bright Wheel app which the center recently started using.

The one year old room has sufficient number of toys and equipment for when she has children for this room. Toys are accessible to the children and are at their level. A changing table and sink are available in the room. Staff also reminded to not hop over gates.

Center Nutrition Practices Observed
Refrigerator is clean and kept at the appropriate temperature. Good food storage practices were observed. The center follows the CACFP
guidelines for nutrition. Menus were posted. The meals are prepared onsite and meet the CACFP guidelines. The center has

applied to be on the food program and is in the waiting to hear if they have been approved for the CACFP program.

Center Health & Safety
The center does not provide medication to children at this time. The center practices good sanitary procedures. First aid kit is sufficient to treat minor injuries. Fire and tornado drills need practiced and recorded monthly. Radon testing has been completed and were waiting for their results. Furnace report has been completed. All program areas were observed to be clean and well maintained.

Center Playground
They have two playgrounds adjacent to the center. One for the younger children under age two and one for older children. There is no climbing equipment. Surfacing in the order playground is pea gravel. The younger children's playground has grass with toys they bring out. Shade is available on the playground.

Transportation:
The center does not transport

Goals of the center are to get on the Food Program, IQ4K, update the playground, and to update the kitchen. The center purchased cameras and the last room is being installed.

Strengths of the center she has good staff and good communication with the children/families they serve and the community.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Director is motivated and is wanting to be able to serve families in her community.

Center displays the children’s art work in the rooms.

News letter for parents.

Center recently started using the Bright Wheel app for childcare which parents/staff really like for communication.

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

109.9(1)a: All files contain statement signed by staff indicating whether they have a criminal conviction or founded child/dependent adult abuse.
Number not in compliance: 5
Director could not locate fingerprint results and was going to have staff redo.

109.9(1)b: All files contain: A signed copy of DHS criminal history record check or any other permission form approved by the Department of public Safety for conducting an Iowa or national criminal history check. A copy of Request for Child Abuse Information. Copies of the results of Iowa records checks conducted. Copies of national criminal history check results. Any Department-issued documents sent to the center related to records check.
Number not in compliance: 2

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. Sufficient space provided for dining. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. sufficient cooling. Sufficient bathroom and diapering facilities. Equipment, including kitchen appliances, are maintained so as not to result in burns, shock, or injury to children. Sanitation and safety procedures for the center are developed and implemented to reduce risk or injury or harm to children and reduce transmission of disease.
Staff should not be stepping or hopping over gates to rooms.

109.11(7)b: Centers at ground level that use basement area as program space, or have a basement beneath program space: Testing and plan for remedy of radon is conducted.

V. SPECIAL NOTES/RECOMMENDATIONS:

It is recommended to continue to work with CCRR.

Director needs to email consultant by 10-15-23 confirming that all Items that fall below standards have been corrected.

A full license is recommended at this time at this time.

At least one visit will be made to the center during the next year.

*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.