

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

Name of Center: Step Ahead Child Care & Preschool **Enrollment:** 83 **License ID No. (Reapplications)** 47932

Street: 2555 Berkshire Pkwy Ste B **City:** Clive Iowa **Zip:** 50325 **County:** Polk

Mailing Address: 2555 Berkshire Pkwy Ste B, Clive, IA, 50325

Director's Name: Crystal Steffen and Laura Eeri **Phone Number:** 515-987-6991

On-Site Supervisor(s): Cheryl Halas, Elizabeth Benne, Sunshine Huisman **E-Mail:** crystal@stepaheadchildcare.org

Date(s) of Visit: 11-14-2018

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

LICENSING VISITS

New Application X **Re-Application** NA

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 09-05-2018

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

Date Inspected: 10-23-2017

Comments : Clive Marshal Marshal . Fire Marshal inspections are due at least every three years.

LICENSE TYPE: X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

Financial Type: X Profit Non-Profit NA

Accreditation: 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:	<u>Year-round</u>	<u>School-Year</u>	<u>Summer Only</u>		
LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	24	38	28	0	90
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	FULL license from 12-01-2018 to 12-01-2020
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCACTION of license

Licensing Consultant: Nate Knepper

Date: 11-15-2018

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

A full licensing visit was conducted on 11/14/18. The owner/director and assistant director were both present throughout the entire visit.

All areas of the program were observed. These areas observed consisted of classroom observations and activities (five classrooms total), nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review. Capacity of the rooms are 8 (freshman), 16 (sophomores), 21 (juniors), 17 (seniors), and 28 (preschool).

Step Ahead Child Care and Preschool is a newer center that was given permission to open on 10/24/16. The center is located in the old Learning Ladder building. The center serves children six weeks in age to five/six years in age using the Creative Learning Curriculum in their teachings. Hours of operation are 6:30am - 6:00pm Monday through Friday and year-round.

The owner and head director of the program is Crystal Steffen. Crystal has an AA degree in Business Administration. Crystal has worked in child care for several years. Laura Erie is the assistant director. Laura has taken college courses and has also worked in child care for several years. Cheryl Halas, Elizabeth Benne, and Sunshine Huisman are the on-site supervisors. All three individuals have degrees and/or past experience working in child care to meet the requirements as on-site supervisors.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center utilizes CCR&R and their nurse consultant on a regular basis.

The center uses the electronic Pro Care sign in/out system for staff and families.

Monthly staff meetings are held. Classroom lead teachers also have meetings with each other every other week.

The center has a website and a Facebook page. The center also utilizes the application, See Saw for internal communication and external communication with parents (daily sheets, etc.).

Several of the staff have worked together in the past at different centers. There is good staff retention.

Children and staff files are organized.

There is a secure entrance into the building.

The center was clean and nicely decorated.

Enrollment has again increased within the past year.

One parent-teacher conferences is held each year. Parents are highly encouraged to participate in center activities and questionnaires on ways to continue to make the center a good experience for parents. There is an event planning committee that consists of staff and parents.

The center has good community partnerships.

Assessments are recorded at specific times throughout the year for children ages three to five.

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

109.9(2): All files are updated at least annually and when a change occurs.

While all files were current at the time of the visit, the annual update for several files reviewed were completed late.

109.15(5)b: Sanitary and safe methods in food preparation, serving, and storage sufficient to prevent transmission of disease, infestation, and spoilage are followed.

There were some dry food storage issues in the one year old classroom and the one/two year old classroom. **THIS IS A REPEAT ISSUE FROM LAST YEAR. THESE ISSUES WERE CORRECTED DURING THE VISIT.**

V. SPECIAL NOTES/RECOMMENDATIONS:

Center handbooks are now complete.

Best practice is that exersaucers, bumbo seats, swings, etc. not be used as they are considered restrictive devices. If used, it should not be more than 10 to 15 minutes at a time and no more than 30 minutes for the entire day.

Nose suction devices for infants should not be used as they are a potential safety and health hazard.

The specific cereal served should be listed on the food menu.

Radon testing is due every two years and was last conducted 9/25/18 - 10/1/18. The radon level of the building came back at 2.0 which is below the 4.0 cutoff. Going forward, all classrooms should be tested.

The annual furnace inspection was completed on 1/15/18.

The center is doing fire and tornado drills, but some of these had to be made up throughout the year. Each month, a fire drill and a tornado drills should be conducted so the center will have to improve on these drills.

It was noted that one child file reviewed was within the 30 day grace period of needing an updated physical.

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.