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

Name of Center: Holy Ghost Early Childhood **Enrollment:** 247 **License ID No. (Reapplications)** 18745

Street: 2981 Central Ave **City:** Dubuque Iowa **Zip** 52001 **County:** Dubuque

Mailing Address: 2981 Central Ave, Dubuque, IA, 52001

Director's Name: Anita Valentine **Phone Number:** 563-582-2578

On-Site Supervisor(s): **E-Mail:** avalentine@holyfamily.dbq.pvt.k12.ia.us

Date(s) of Visit: 04-19-2023

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

LICENSING VISITS

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

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

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

Date Inspected: 12-07-2022

Comments :

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

Financial Type: Profit X Non-Profit NA

Accredition: Accredited NAEYC NSACA Other X NA

Program Serves: X Infants (0-23 mo.) X 2 Years X Preschool-Age X 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	95	84	125	81	385
Summer					0

QRS Rating: 1

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 05-01-2022 to 05-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Heidi Hungate **Date:** 04-28-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced off year visit was completed at this center on 4/19/23. The center director, Anita Valentine, was present as were other staff. Anita has been with the Holy Family system for over 20 years. She has been a director for many years. She has a para educator certificate and a NAC. Anita and her assistant director, Brooke Allen, accompanied the licensing consultant throughout the inspection. This early childhood program is part of a larger network of child care and school facilities operated by the Holy Family entity, a consortium of catholic churches in the Dubuque area. Holy Family has a well-organized structure. This large center continues to use space in what was the Holy Ghost Elementary School building. The child care occupies space on both the main and second floors as the building no longer includes an elementary school. The program is now open to any school age child both for school and non school days. The center director states that the public school buses are contracted to transport the school age children who attend the two Holy Family elementary school buildings, and parents can contract with the RTA to transport children to/from the public schools. The center director states the transportation is not considered to be a part of the child care. The center has recently completed an entire remodel on the inside of the building. The center does participate in the Iowa Voluntary Preschool program.

The main floor includes 10 different classrooms in use for children age infant through two year old. One of these rooms is currently used as an indoor large motor space for toddler children. Program rooms with children in diapers include diapering stations within the room. Program rooms include at least one hand washing sink within the program room. Some program rooms also include restroom areas within the program room. The second floor includes 10 different classrooms for children age three through school age. One of these rooms is currently used only as a nap room for three year old children. Two of the rooms are currently not in use. Some of the rooms on this level include restroom areas within the program room. For other rooms, children do travel to restroom areas located in the hallway. Program rooms include at least one hand washing sink within the program room. Program rooms that include a separated sink for food/bottle preparation have the sink clearly labeled for this function only.

The children can use the gymnasium for indoor large motor activities. The gym on the main floor and the "library" on the second floor are approved space so long as they continue to meet licensing requirements but they are not included in the license capacity of the center.

All program space was observed.

The center serves breakfast, snack, lunch, and snack. Food is prepared in the kitchen area in the church basement next door to the child care building. The kitchen is no longer licensed by IDPH. The kitchen appeared clean and organized.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Even with the expansive growth of this center because of the remodel and room additions, it continues to be very well managed by the experienced director. Program rooms are large, offer ample space, and are bright with windows. Rooms and materials are generally clean, organized, accessible, and well maintained. With the complete remodel of the building, most of the furnishings are new. The director and staff continue to work quite well together. The staff were observed to be

attentive and nurturing to the children. Staff were again observed to be involved in activities with the children in all program rooms. There continues to be good support, resources, and consultation provided from the organization and the school system. The center regularly participates in the local AEA borrowing program for materials to supplement program activities. Staff and child files and other required licensing items continue to be highly organized.

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

109.11(3)a Center shall ensure that: (1) Facility and premises are sanitary, safe, and hazard free.
1. Drawers accessible in several rooms on the main floor that have miscellaneous choking hazards accessible to infants and toddlers.

V. SPECIAL NOTES/RECOMMENDATIONS:

1. Ensure the daily summary of activities is included in the daily written records for all children not yet two years old as is required.
2. Ensure doorway between rooms 14 and 16 is not blocked by any furnishings.
3. Improve procedures for standing diaper changes when shoes and clothing need to be removed. Provide a disposable/non absorbent paper liner for children to stand on and to set their clean items on during the process.

First floor:
Room 1 (1C4, 18 to 24 months) = 20 children
Room 3 (1C5, twos) = 21 children
Room 5 (1C6, twos) = 21 children
Room 7 (1C7, twos) = 21 children
Room 9 (1BC, twos) = 21 children
Room 2 (zero to six months, cribs, one diaper station) = 15 children
Room 4 (zero to six months, cribs, one diaper station) = 15 children
Room 6 (six to 12 months, cribs, one diaper station) = 15 children
Room 8 (12 to 18 months, one crib, one diaper station) = 15 children
Room 10 (18 through 23 month, one crib, one diaper station) = 15 children

Second floor:
Room 13 (2C4, three year old preschool) = 21 children
Room 15 (2C5, three year old preschool) = 22 children
Room 17 (2C6, three year old childcare) = 22 children
Room 19 (2C7, school age) = 21 children
Room 21 (school age) = 20 children
Room 20 (four through school age) = 20 children
Room 18 (four through school age) = 20 children
Room 14 (three through five) = 20 children
Room 12 (three through five) = 20 children
Room 11(prek, four/five years) = 20 children

***Room 16 is the “library”. It is not included in the license capacity for the center since it is used by multiple groups of children at various times of the day/week. This room has a maximum capacity of 23 children.

The gym on the main floor is approved space so long as it continues to meet licensing requirements but it is not included in the license capacity of the center.

The center will continue with a full license. Please address the concerns noted in the report so that corrections are obvious and ensure that items remain in compliance. This report does not require a written response. Thank you.

*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.