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

Name of Center: Willowwind School **Enrollment:** 53 **License ID No. (Reapplications)** 46283

Street: 950 Dover St **City:** Iowa City Iowa **Zip** 52245 **County:** Johnson

Mailing Address: 950 Dover St, Iowa City, IA, 52245

Director's Name: Laura Townsend **Phone Number:** 319-338-6061

On-Site Supervisor(s): N/A **E-Mail:** busoffice@willowwind.org

Date(s) of Visit: 12-19-2024

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 05-06-2024

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

Date Inspected: 09-29-2022

Comments : Does Comply.

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: Infants (0-23 mo.) 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			25	75	100
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 10-01-2023 to 10-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Heidi Brown **Date:** 12-22-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

This worker arrived at WILLOWWIND SCHOOL - 46283 on 12/19/24 for an annual visit. The fire inspection was completed on 9/29/22. The center is nonprofit and overseen by a board of directors. The center serves preschool to school aged children. The center is open year around. The hours of operation are on no school day 8:00am-6:00pm and during the school year 3:15pm-6:00pm. Their current enrollment is 53 children.

The director is Laura Townsend. She started in 9/24. She has an Associates Degree and is attending college to complete a Bachelors in Elementary Education.

This worker observed all programming space in the center and outdoor area to ensure that the environment was safe, sanitary and hazard free. The center is located in a school. The center has 1 classroom and uses the gathering area too.

Health and safety practices were also reviewed including handwashing, medication management, appropriate cleaning/sanitizing/disinfecting, excluding ill children/staff, incident reports, and first aid kits.

Nutritional practices and food safety were observed. The center provides afternoon snack.

This worker reviewed required postings. This worker checked staff files and child files. The licensing notebook including emergency drills, first aid supplies, playground checklist, radon testing, HVAC testing and policies were reviewed. The center does communicate with parents via: email, written reports, and conversation in-person.

The center's curriculum is teacher created.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

-Child files, staff files and the licensing notebook were in full compliance.
-The center is clean, nicely decorated and welcoming to those who enter.
-The children have access to a wide variety of educational and engaging activities.

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

109.10(3)c: For ongoing, long term medications, authorization shall be obtained for a period not to exceed the duration of prescription.
-Ensure that emergency medications are not expired. Please take the time to review the medication information and action plans/care planning: https://hhs.iowa.gov/programs/programs-and-services/child-care/hcci

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free.
-Ensure that non prescription mediation, essential oils, cleaning supplies, staff purses, etc. are inaccessible to children.

Please share the following information with staff: https://hhs.iowa.gov/programs/programs-and-services/child-care/hcci https://www.iowapoison.org/order-material/materials-for-download

V. SPECIAL NOTES/RECOMMENDATIONS:

Based upon this review, it is recommended that this center remain in Full licensing status. It is important to note, all DHS licensing standards and procedures must be maintained during the renewal period. As a director, on-site supervisor, or child care staff it is vital that you know and understand all licensing standards and procedures. The licensing regulation checklist can be found by visiting: https://iowaccrr.org/resources/files/BGP/71%20Licensing_Chklist_3940.pdf

This worker will conduct at least one unannounced visit each year. This worker encourages you to establish a working relationship with your local Child Care Resource Consultant (CCR&R) and your local Child Care Nurse Consultant (CCNC).

Child Care Resource & Referral (CCR&R) provides professional development and consultation services that support the child care business's ability to achieve and maintain regulatory status in good standing and work to achieve and maintain performance at higher quality levels in Iowa's Quality Rating and Improvement. To find your center's CCR&R consultant visit: https://iowaccrr.org/staff/region_5/

Healthy Child Care Iowa is a statewide publicly funded program to improve the health and safety of children while they are enrolled in child care and early education settings. Child care nurse consultants are registered nurses who provide consultation, training, and technical assistance on health and safety policies, health programs, health of personnel, and specific child health or safety issues. To find your center's CCNC consultant visit: https://hhs.iowa.gov/programs/programs-and-services/child-care/hcci

*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.