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

**Name of Center:** ACPC-Sawyer **Enrollment:** 23 **License ID No. (Reapplications)** 18051

**Street:** 4316 Ontario ST **City:** Ames Iowa **Zip** 50014 **County:** Story

**Mailing Address:** 920 Carroll AVE, Ames, IA, 50010

**Director's Name:** Melissa Sanow/Joe Thien **Phone Number:** 515-233-2901

**On-Site Supervisor(s):** Natalie Clark **E-Mail:** director@acpc-childcare.org joe@acpc-childcare.org

**Date(s) of Visit:** 12-06-2023

X **Licensing Visit** **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:** 11-15-2023

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

**Date Inspected:** 02-09-2024

**Comments :** Fire 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:** Profit X Non-Profit NA

**Accredition:** Accredited NAEYC NSACA Other X NA

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

Get-Well Evening Care Special Needs

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

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

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

**QRS Rating:** N/A

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

**Licensing Consultant:** Maggie Gibson, SWIV **Date:** 01-09-2024

**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 completed 12-6-23. Assistant Director Joe Thein was present through the entire visit.

ACPC-Sawyer site is one of seven sites providing child care for school age children in the Ames area. ACPC has a contract with the school district to provide school age care within the elementary school buildings. ACPC also has a main site that provides care for younger children. Melissa Sanow is the director for all of the ACPC sites, starting in this role in September of 2022. Joe Thien is the school age program coordinator for the seven school age programs, and is listed as the co-director, both Melissa and Joe meet qualifications for their positions. This site has an onsite supervisor present at all times.

This school site is used during the school year only. The school district changed the start time of school for the 2022/2023 school year, starting school at 7:40 am and children can enter the school at 7:20 am. The program is no longer providing before school care given the change in school start time. After school care is 3:30-6:00 pm. When school is out early, the program provides care, and during school breaks during the school year. They provide care for kindergarten through fifth grade.

This program meets in the cafeteria for after school, however uses the gym for programming space as well. There is a variety of activities available. The program space is clean and organized. Staff were in ratio. There is a nurturing structure established by staff. Staff, including the assistant director were consistently engaged with the child.

This program provides snack that are in-line with CACFP guidelines.

Tornado/Fire drills are documented has having been completed monthly as required. The playground, which is maintained by the school, was in good working order. The program documents playground checks as required.

Handwashing signs are posted and the program participants utilized the school restroom. Discussion took place to ensure

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

ACPC has provided a consistent school age program to the Ames community for many years. All the sites are run the same way, so the staff can easily work at any of the sites and know the routine and procedures.

ACPC has a strong partnership with the school and they work well together.

ACPC is a PBIS trained program, staff have training in PBIS.

ACPC is now using the Pro Care app, which allows for real time communication. There is strong communication between staff and families.

The staff are dedicated and have built great relationships with the children. The staff want to help and are caring; they take

initiative. The staff are responsible.

The staff make sure the children have fun, even when they have structured activities.

Joe is a CPR/First Aid instructor, which is a benefit to the program.

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

109.9(2)b All files contain sufficient information and authorization to allow the center to secure emergency medical and dental services at any time child is in center's care. One child file did not have sufficient information. The Assistant Director sent an email request to the family when the visit took place.

**V. SPECIAL NOTES/RECOMMENDATIONS:**

*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.