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

Name of Center: Y's Kids at Lincoln Elementary **Enrollment:** 25 **License ID No. (Reapplications)** 46507

Street: 302 Cedar Bend ST **City:** Waterloo Iowa **Zip** 50703 **County:** Black Hawk

Mailing Address: 425 Lafayette ST, Waterloo, IA, 50703

Director's Name: Mindy Sternhagen **Phone Number:** 319-234-7589

On-Site Supervisor(s): Grace Walker **E-Mail:** ywcakids@ywcabhc.org

Date(s) of Visit: 01-25-2024

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

LICENSING VISITS

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

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

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

Date Inspected: 10-21-2022

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: 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	0	0	12	80	92
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 02-01-2024 to 02-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 01-30-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 01/25/24 I made an unannounced licensing visit to Y's Kids at Lincoln Elementary in Waterloo. I met with Grace Walker, the on-site supervisor. Ms. Walker has worked with the program for three years. Mindy Sternhagen is the interim director for the program. Ms. Sternhagen has been with the program since 2002. She has a BA in Elementary Education and her CDA. There is two staff members present during the morning program and afternoon program.

The program is in Lincoln Elementary. They operate out of the cafeteria and gym areas. The before and after school program operates Monday through Friday from 6:30-9:00 am and 3:30-6:00 pm. The program serves children who are in kindergarten through fifth grade. There are currently 25 children enrolled.

The gym is an open space that allow for free play and organized activities. Artificial lighting is used. The program also uses the library/media room when they cannot be in the gym. They eat snack in the cafeteria. The centers observed include art, dramatic play, Legos, games, table toys, and magnets. Centers are stored in a storage closet in the gym.

I visited the program during the afternoon hours. They were in ratio. The number of children at the program at any one time is changing constantly because of children arriving and leaving.

The children use two bathrooms in the cafeteria. The girl's bathroom has five toilets and the boy's bathroom has two toilets and three urinals. There is a birdbath sink outside of the bathrooms. Handwashing procedures were posted. There are additional bathrooms located in the school.

The program has a cell phone they use, and emergency numbers were programmed in the phone and posted in the storage area. The emergency numbers are also kept in a staff binder that is always with the staff. Emergency numbers for the children were available in the first aid kit. Emergency fire and tornado procedures and evacuation diagrams were posted by the program doors and outdoor exits in the gym. They need to be posted near the exits in the library. A daily schedule was posted on the parent board.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections.

Radon testing, a fuel burning inspection and a carbon monoxide detector are not necessary because the program is exempt from environmental assessments as a before and after school-age program located in a public-school building. A carbon monoxide detector was present in the gym. Outlets were protected. The fire marshal inspection occurred on 10/21/22.

The children are offered breakfast through the school once they are released from the YWCA program. The YWCA does not provide breakfast. The YWCA offers an afternoon snack. The snack is provided by the school. A snack menu was posted. Disposable products are used so dishwashing is not necessary. The school places the snack in a refrigerator that is in the kitchen and a thermometer was present. Food items were stored according to NHSPS guidelines.

The center uses bleach and water to sanitize the food tables.

The parent information is located on a portable bulletin board inside the entrance of the cafeteria. The mandatory reporter, childcare consultant and the handbook availability were posted. The license was conspicuously posted. A no-smoking sign was posted at the entrance.

The program uses the elementary school's playground. The area is fenced in. They use woodchips for surface cushioning. There are multiple pieces of climbing equipment located in the play area. Some of the items available include slides, balance beam, teeter totter, a tunnel, monkey bars, and stepping stones. There are swings. There is a concreate area with basketball hoops and a grassy area. Benches are available and trees provide shade.

The children files were reviewed at the time of the licensing visit. I reviewed six children files. They were in good condition.

On 10/24/23 I reviewed one staff file at the YWCA of Black Hawk County site. The employee had outdated first-aid, CPR and universal precautions training. She did not have fingerprints. The staff member did not have a physical. She did not have documentation for on-going training.

Staff members were observed to have great interaction with the children. They were in the library the day of the visit because the gym was being used. Staff members were showing the children a child friendly movie. They also had the children get up and do some exercises so they could get some active time. Staff members were flexible with their schedule. The children seemed to enjoy and feel comfortable in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Walker states they do a good job of adapting to behaviors and making it work for every child.

Ms. Walker states they compensate and accommodate for special education children.

Ms. Walker states the YWCA has strong policies for child safety and dealing with situations like custody so that staff members are prepared.

The program serves a diverse population. They serve children with different ethnic backgrounds, abilities, economic status and social abilities.

The YWCA continues to offer before and after school care in multiple schools in the community.

The YWCA provides a safe and fun atmosphere for the children.

The staff state the parents trust them to watch their children and the children do not want to go home when the parents pick them up. They love being at the program.

The YWCA provides a welcoming and inclusive environment for the children.

The program meets a need for parents who require care for their children before and after school.

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

109.7(2): Center directors and all staff have the required contact hours of training.
Number not in compliance: 1
The staff member did not have any documentation of on-going training.

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: 1
She did not have fingerprints completed.

109.9(1)d: All files contain a pre-employment physical exam report completed within six months prior to hire and at least

every three years. Physical exams shall be documented on form 470-5152, Child Care Provider Physical Examination Report.
Number not in compliance: 1
The staff member did not have a physical.

109.9(1)e: All files contain documentation to indicate that ongoing staff training requirements are met, including current certifications in first aid/CPR and mandatory child abuse training.
Number not in compliance: 1
The employee had outdated first-aid, CPR and universal precautions training.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is issued. All DHS licensing standards and procedures must be maintained during the renewal period.

An administrative change is being made to name Grace Walker as the on-site supervisor.

*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.