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

Name of Center: Gilmore City-Bradgate Child Care Center **Enrollment:** 120 **License ID No. (Reapplications)** 16250

Street: 402 SE E Ave **City:** Gilmore City Iowa **Zip** 50541 **County:** Humboldt

Mailing Address: 402 SE E Avenue, Gilmore City, IA, 50541

Director's Name: Darlene Box **Phone Number:** 515-373-6020

On-Site Supervisor(s): **E-Mail:** jgoodenow@gcb.k12.ia.us

Date(s) of Visit: 07-13-2023

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

LICENSING VISITS

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

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

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

Date Inspected: 04-27-2023

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	21	23	72	50	166
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 08-01-2022 to 08-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Raymond Salsbury **Date:** 07-19-2023

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced annual visit was made to the Gilmore City Bradgate Child Care Center on 07-13-23 where I met with the center director, Darlene Box. Darlene took over the director role starting in July 2023 and is well qualified having been the on-site supervisor for the past several years. The center is located in the Gilmore elementary school and makes use of several classrooms and other areas of the school. The center offers daycare programming to infants through school age children. There are approximately 120 children currently enrolled in the center served by 18 teachers. All aspects of the program subject to licensing standards were reviewed during the visits.

The general layout of the building and classrooms remains the same as observed in prior visits. The program makes use of several classrooms, and an area of the cafeteria that has been sectioned off through the use of office panel dividers. All classrooms were observed to be clean with no immediate concerns noted due to maintenance. The infant rooms and preschool age room are connected by an intervening space, and doors. Each classroom has secondary egress to the outdoors. All exits were observed to open easily and freely. All exits were generally observed to be clear of obstruction however it was noted that a high chair was placed in front of the emergency exit for the older infant room. Each classroom has windows along the exterior walls that provide ample natural light, a view of the outdoors, and ventilation. Restrooms are located off the main hallway corridors and children are escorted to the restroom when needed except for the 2 year old classroom which has restroom facilities located directly off the classroom space. Changing stations are also located in the classrooms serving infants and 2 year olds. Sinks are present in all classrooms to provide for hand washing. Each room is divided into activity centers through the placement of furniture and play structures which are arranged such that they do not create any blind areas.

Each room had a good variety of toys and materials present that were observed to be in good repair and generally appropriate to the ages of the children present. There were some toys in classrooms serving children under 36 months that had small parts of less than 1 1/4 inches diameter and 2 1/4 inches length which can be choking risks and should be removed to classrooms with older children. All classrooms were observed to be in ratio as required by age. The center had just finished lunch service when I arrived for the visit and the younger children were preparing for naps, and the older children were preparing to leave for a trip to a community pool. The staff with the napping children were helping to soothe the children so that they would sleep. The staff with the school age children provided more observational supervision while waiting to depart which did result in increased levels of energy and some peer antagonizing but nothing that resulted in a behavioral issue. While the schedule for classrooms was posted a copy of the planned curriculum was not. It is understood that during the summer the curriculum is less structured but information regarding general themes and activity plans is still required to be posted.

Good health and safety practices were generally observed but the center does need to review some policies and practices. I was not able to observe a diaper change while at the center but the required diapering procedures posting was present by all changing stations and staff were able to identify the procedures. Diaper creams and other medications were labeled with the name of the child, employee, or center to identify ownership. Medications, chemical cleaners, purses, and other items that could present a health or safety risk to children were stored in areas where they were not accessible. One issue that was observed in the younger infant room was a child with a pacifier that had a teething bead clip. As with toys that have small

parts this should also be removed as the beads could present a choking risk if the line or connections between the beads break. First aid kits are maintained in classrooms, and both the center and school offices. Good safe sleep practices were observed for children under 1 year of age. The center does need bedding for all cribs, cots, and mats. In addition it was noted that one child in the older infant room had been placed in a crib which was no longer developmentally appropriate for the child. While there is no specific age established for when children should be transitioned from cribs to other sleeping arrangements this should occur when a child has either physically or developmentally outgrown the crib. Standard crib sizes are typically 32-44 inches in rail height with the sleeping platform at the lowest setting and it is generally recommended to transition children when they are approximately 35 inches tall. Developmentally when a child begins attempting to climb out of a crib they should be transitioned to reduce of the risk of injury from climbing or falling.

The center is currently contracting meal preparation and service through the school during the school year, and participating in the summer meal program. During the summer meal program children and community members that are not enrolled in the daycare program do come to the school for lunch but sit in an area separate from the children in the program. The staff from the daycare do sit with the children to provide supervision at the table. Food storage and handling practices in the kitchen were appropriate. A menu is posted and did identify a good variety of meal options that meet CACFP guidelines.

The center has a playground area that is divided into a main playground, and a playground for toddlers, as well as access to the school playground used by the older school age children. The toddler playground was observed to have a swing structure and rubber mulch has been installed for fall surfacing material. The space is fully enclosed by fencing and the center has added dirt or lowered the fencing to eliminate the gapping beneath the fence and ground that created an entrapment risk in the past. Poles were also installed to allow the center to suspend a tarp for a shade structure. The preschool playground space is a large open area with several mature trees, a grassy space, and an area with climbing structures and swings. Foam tiles are used for fall surfacing beneath the climbing structures. The equipment was observed to be in good repair. The main playground is also fully enclosed by fencing and buildings. The fence was observed to have gapping at the bottom of more than 4 inches but less than 9 inches which does create an entrapment risk. As with the toddler playground the fence either needs to be adjusted, dirt added, or some other barrier installed.

A review of administrative records found that required postings for Consultant Contact, and Mandatory Child Abuse Reporting were not present in an area readily accessible to parents and visitors. As a reminder those notices along with No Smoking, and a copy of the License Certificate must be posted and clearly visible at the center main entrance at all times. The center uses an electronic tracking system, ProCare, for both child and staff files. This system does allow the center to create regular reports and track missing elements. A random sample of 10% of child files were reviewed and found to contain all required information. One issue that was noted was that while the Pro Care does contain forms for completion of infant daily sheets staff were not including information regarding daily activities and disposition which are required. This was identified in the previous report as a cited issue. It was reviewed that the Pro Care system does have the ability to attach photos to each file and this could be used as a visual depiction of the activities and mood of the children. A random sample of 6 staff files were selected for review and of those 4 did not have a current physical and 1 physical was not on the required form and considered invalid. Records of both Iowa SING, and FBI Fingerprint background checks are maintained at the school district administrative office and Darlene stated that the individual that has access to those records was not available at the time of the visit. A request was made for the center to provide verification of the dates a completed and clear history or approved record check evaluation was received for each employee. In reviewing inspection logs and certificates emergency drills for fire and tornado were not conducted since November 2022. It was reviewed that these drills must be conducted and documented each month. Documentation was also not available for monthly playground inspections. Radon testing results had also just expired at the end of June and needs to be renewed.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program has undergone a change with Darlene who has taken over as the director, and also appointed two on-site supervisors. Darlene stated she has been working to identify the issues such file review, conducting drills, and developing curriculum and has been assigning responsibility for completing those tasks to herself and the new supervisors.

Darlene stated she does currently have a very strong group of staff who are very engaged with the children and working to implement more focused curriculum plans.

Darlene identified that the center has also begun using the community pool for the city of Rolf which is closer to the center, has more accessiblity, and has resulted in a very positive and supportive relationship between the two programs.

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

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: 5

109.9(4): Daily written records are maintained for each child under two years of age and include time periods slept, amount of/time food consumed, time/irregularities of elimination patterns, general disposition, and general summary of activities.
-- Documentation of daily activity and disposition was not being maintained. NOTE: 2ND YEAR CITED

109.10(15)b: Emergency instructions, phone numbers, and diagrams for fire, tornado, and flood shall be visibly posted and documented at least once a month for fire and tornado. Records shall be maintained for current and previous year.
-- Drills were not conducted for either setting since November 2022. NOTE: 2ND YEAR CITED.

109.10(15)d: Daily checks to ensure all exits are unobstructed.
-- A high chair was placed in front of the emergency exit of the older infant room. Access to emergency exits must be maintained so that there is a clear path of at least 36 inches and 9 sq. ft. in front of all exits to accommodate the use and maneuvering of a standard evacuation crib.

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and outdoor space is provided. The outdoor area shall include safe play equipment and area of shade. Sufficient space provided for dining. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. sufficient cooling. Sufficient bathroom and diapering facilities. Equipment, including kitchen appliances, are maintained so as not to result in burns, shock, or injury to children. Sanitation and safety procedures for the center are developed and implemented to reduce risk or injury or harm to children and reduce transmission of disease.
-- The fencing of the preschool/school age playground has areas where the ground clearance is more than 4 inches and less than 9 inches which creates an entrapment risk. The fence needs to be lowered, dirt added, or other barrier installed.

109.11(3)d: Record of monthly inspections of outdoor recreation area and equipment shall be kept.

109.12(4): Sufficient toilet articles are provided for handwashing.Sufficient and safe indoor play equipment, materials, and furniture that conforms with CPSC or ASTM.Play equipment, materials, and furniture meet the developmental, activity, and special needs of the children.Room's arrangement does not obstruct the direct observation of children.Individual covered mats, beds, or cots, and appropriate bedding is provided for all children who nap.Procedures are developed and implemented to maintain equipment and materials in a sanitary manner.Sufficient spacing is maintained between equipment to reduce transmission of disease and allow ease of movement by children and staff to respond to activities and care needs.Sanitary procedures are followed for use and storage of personal hygiene articles.
-- Fitted sheets or other bedding is required for all cribs, cots, mats used for sleeping. Children need to transition to cots when developmentally appropriate. Toys, pacifiers, and items with small parts of less than 1 1/4 inches diameter and 2 1/4 inches length need to be removed from classrooms with children under 36 months.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license will remain in effect at this time. Please provide a written response to the licensing consultant identifying a plan of action to correct and maintain those aspects cited as not meeting licensing standards and identifying an anticipated date of compliance. At least one visit will be made to the center during the next year.

NOTE: Those standards identified as being cited for the 2nd consecutive year must be corrected and maintained. Of particular note the requirement regarding infant daily sheets was previously noted to have been cited in the prior 2 lensing visits. This information must be included and continued failure to do so could be viewed as a willful disregard for Licensing Standards and could result in negative action being taken against the center license.

*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.