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

Name of Center: Crayons 2 Pencils Recreation Center **Enrollment:** 150 **License ID No. (Reapplications)** 51068

Street: 515 Sunset DR **City:** Norwalk Iowa **Zip** 50211 **County:** Warren

Mailing Address: 800 Colonial CIR, Norwalk, IA, 50211

Director's Name: Jill Larsen, Cindy Gavin **Phone Number:** 515-243-2802

On-Site Supervisor(s): Sarah Sullivan **E-Mail:** crayons2pencils@yahoo.com

Date(s) of Visit: 09-27-2024

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 07-02-2024

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

Date Inspected: 10-11-2023

Comments : 11/15/23 compliance date

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 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				237	237
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 09-01-2024 to 09-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Melinda Larson, Child Care Licensing Consultant **Date:** 09-30-2024

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Crayons 2 Pencils Rec Center opened in June 2020. The center is located in a single standing building that has a secured entrance. The child care center has a security system that has cameras in classrooms and outside the child care center. Jill Larsen and Cindy Gavin are the owners of the daycare center. They also own Crayons 2 Pencils Early Learning Center. Sarah Sullivan is the director. The center is very spacious and has several program rooms set up in the building that have established interest centers: arcade/games, art room, legos/engineering, fitness, multipurpose, gym, culinary/kitchen. There is a new classroom built on the second floor. There are two playground areas.

An unannounced visit was completed on today's date. All areas subject to HHS licensing rules were reviewed. Mandatory postings are in place at the center's entrance. Schedules/lesson plans are posted by classrooms. Each classroom has age appropriate supplies, toys and materials. There are two classrooms used for KinderPrep class. These classrooms room have several labeled interest centers. Each child has a locker at the center's entrance. The center has a white board where program areas are listed. Staff have the program areas listed that children can choose to go to during their time at the center.

Megan Sites and Cindy Gavin assisted with today's visit. There were ten staff working. Seventy five children were in attendance. Children were outdoors on the playgrounds during the majority of the visit. Children were involved in a variety of outdoor play activities.

The center serves breakfast, lunch and afternoon snack in the summer. Food is prepared at Crayons 2 Pencils Early Learning Center. This center has a kitchen. During the school year, breakfast and afternoon snack are served. Menus are on a weekly rotation. Menus were reviewed.

The center has two playgrounds. The main playground area has basketball hoops, soccer field, large grass area. There is a climbing structure that has sand for surfacing. The smaller playground has mini golf and sand volleyball. The center completes monthly playground checks.

The center owns a bus for transportation.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Jill and Cindy have many years of experience in the child care field. The center has spacious classrooms that are well furnished with age appropriate learning and play materials. The children have large motor play daily through the use of the gym and playgrounds.

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.
There were two files that needed updated medical authorization/action forms.
One prescription medication was expired.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center has a full license.

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact me (phone 515-362-7823; email mlarson@dhs.state.ia.us) so that we may discuss the issue. If necessary, I can make a notation in your record. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report. If you have the need for any additional information discussed during my visit, please contact me and I will forward the information to you. Thank you.

*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.

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