Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Little Me & Company

Provider No.: 52501

Address: 217 W Main St, Wayland, IA, 52654

County: Henry

Director's Name: Naomi Thomas

On-Site Supervisor: Crytsal Hopper

Phone Number: 3192560903

E-Mail: littlemeandcompany.staff@gmail.com

HHS Visit Date: 06/08/2026

Licensing Period: 06/01/2026 to 06/01/2028

Fire Inspection:

Date Inspected: 02/21/2024

Comments: completed by DIAL Fire Inspector, due every three years

Report Visit Type:

- [ ] PTO
- [X] Licensing Visit
- [ ] Drop In
- [ ] Administrative Change

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

- [X] Year-Round
- [ ] School Year
- [ ] Summer Only

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HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday	6:00 AM to 6:00 PM		
Tuesday	6:00 AM to 6:00 PM		
Wednesday	6:00 AM to 6:00 PM		
Thursday	6:00 AM to 6:00 PM		
Friday	6:00 AM to 6:00 PM		
Saturday			

Program Population Served:

- [X] Infant(0-<24 Months)
- [X] Toddler
- [X] PreSchool
- [X] School Age
- [ ] All Ages

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	12	12	14	13	51
Summer					0

1. Basic Overview

Little Me & Company is a new, full day childcare center located in the business district in Wayland. The center offers full day childcare to children ages 6 weeks to school age. The program Director is Naomi Thomas. Director Thomas had four years' experience in licensed childcare and was an in-home childcare provider for 4 years. She has an BA in Psychology. The center was established in 2024. The building is one story and was specifically constructed for childcare. Zachary Jepson owns the building. Thirty eight children are enrolled.

The center OSS is Crystal Hopper (2025). She provided registered in home care for four years prior to working in the childcare center. She has been a lead teacher in the center since May 2024. Either the Director or OSS are present throughout the day.

An unannounced licensing visit was made to the center on 6/8/26. The Director assisted me during the visit. All areas of the program were observed and addressed on the visit. Discussions consisted of classroom observations and activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

Children are divided by age in each classroom.

Center Nutrition Practices Observed:

Meals and snack are prepared in the center kitchen and served in the classrooms. Meals are served family style and posted menus indicate that minimum nutritional requirements are met. Cold and dry food storage was adequate. All food waste

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containers were covered. Thermometers are required in cold food storage to ensure refrigerator temperatures are observed frequently and that cooling temperatures are at least 40 degrees or cooler (recommended temperatures are 32-40 degrees). Thermometers are in refrigeration and freezing units.

The only food waste container is in the kitchen. Dry food storage was adequate. Several cans were checked for expiration dates. All cans were well within expiration date status. Several bags of food had been opened and were resealed. No food was stored on the floor. The pantry was orderly and clean. Staff also kept their belongings in this area, which is not accessible to children. Food allergy alerts will be posted in the kitchen area as they arise.

The kitchen area is clearly segregated from the rest of the program.

CACFP menus and guidelines are followed.

Center Health and Safety:

The center does administer prescription medication. Medication will be inaccessible to children. The center currently has no children on prescription medication. The Director has medication administration training. The First Aid Kit was stored out of the reach of children in each room. The center has a copy of the latest IDPH item checklist. I observed the non-battery operated units. Carbon monoxide detectors are present. The furnace inspection is completed annually.

The building was remodeled in 2024. Due to the year of original construction a lead-based paint evaluation is required. The center is on city water, therefore does not require water analysis be conducted.

Radon testing were conducted in 2024 Results were below recommended levels of 4 pCi/L, but could not be found the date of the visit. Updated testing is due every 5 years and should be conducted in winter months when the ground is frozen. Each room in the Center has windows for ventilation. We discussed general safety regulations. I observed completed monthly Fire and Tornado drills. One month of drills were missed.

The indoor space design must allow for ease of movement by children. Ample space must exist to conduct both individual and group activities. No issues were noted ith space or design of rooms the day of the visit. Sanitation policies and procedures were reviewed. The center uses Purell Food Surface. Toilet plungers are placed in containers in restrooms. Cleaning schedules should be followed for each room.

Medication procedures are followed. These should continue to be completed and documented monthly. Any child with allergies has an allergy action plan on file.

Outdoor Play Area:

The center has separate fenced, naturally shaded, outdoor play areas for toddler and preschool/school age children. The toddler area has plastic toddler activity toys, swings, and a small geodesic climbing toy. Fall zones are surfaced with poured rubber (new in 2022). The preschool/school age area has a large, metal climbing toy, swings, and a variety of low, unanchored climbing and activity toys. Playground safety checks were conducted in all months but one. These should continue to be completed and documented monthly.

Children should have an opportunity to play outdoors at least one time per day weather permitting. The Child Care Weather Watch poster is utilized to determine if outdoor play is appropriate. First aid kits, emergency contacts and emergency medications are taken outdoors.

Center Transportation Arrangements/Field Trips:

The center does not own a vehicle and provides no transportation. If walking trips are taken a first aid kit and emergency contacts should be taken along on each trip. All children have field trip authorizations signed by parents in their file in case staff walk the children to a nearby park. Field trip ratios are followed.

Center Administrative Records:

Center regulations regarding required notices and postings were reviewed as well as required written policies provided to

parents in the form of a parent handbook. The center's license, license consultant information, a mandatory reporter posting, and no smoking signs posted in front door were all present. 911 and Poison Control numbers were posted as were emergency evacuation maps.

The center handbook contained an unlimited access policy as well as information on medication procedures, food and nutrition, daily activities, center philosophy, illness/injuries, and infection control, etc...

Child and staff files are reviewed annually. The Director has a tracking sheet on each staff member and child and ensure documentation is updated annually. The center now utilizes Brightwheel software to assist with tracking. We discussed incident reports should still be in paper form so that parents may sign and date acknowledgement of the report.

Child files include updated physicals, emergency contacts, pick up and field trip authorizations, dental and medical information and immunizations. CCR&R have worked with the center on policies.

Staff files include Mandatory Reporter training, CPR/1st Aid training, professional development hours (due annually), SING checks (due every 2 years) and fingerprint results (due every 4 years) and updated physicals (due every 3 years).

The center has an updated emergency preparedness plan. Staff signed and dated acknowledgement of annual training on the plan.

2. Identify Observed Strengths of the program

The center is new.

The center fulfills a need in the community.

3. Identify the aspects that fall below the standard

1. 109.6(4)d: Center repeats national criminal history checks at a minimum of every four years or when aware of additional history that occurs. Three staff need updated fingerprint results. They may not work in ratio until these are received.

2. 109.11(8)b: Centers at ground level that use basement area as program space, or have a basement beneath program space: Testing and plan for remedy of radon is conducted. The Director agreed to get canisters to conduct testing. She may contact CCNC Krana for assistance.

4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance

5. Special Notes/Recommendations

Based upon this review, it is recommended that this center remain in Full licensing status. The center is directed to correct the items (none) listed in Section IV. The director gave me a verbal commitment that the noted rule violations would be promptly corrected. It is important to note, all HHS licensing standards and procedures must be maintained during the renewal period. This is also an administrative change report noting the program capacity will increase to 51.

The center can utilize CCR&R. Prior to opening the center met with CCR&R Consultant Tabitha Copeland. Iowa Department of Public Health Child Care Nurse Consultant Toni Krana has also provided consultation.

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Child Care Nurse Consultants work with child care and early education businesses. Businesses may call or send questions to a child care nurse consultant about health and safety policies, health programs, health of personnel, and specific child health or safety issues.

Child Care Resource & Referral offer centers assistance with meeting the HHS regulations, QRS, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. Consultant Tabitha Copeland provided consultation services several times prior to opening. She met again with the Director on 6/4/24 and went over requirements of the HHS Licensing binder.

Tabitha Copeland
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The willingness of the center to work with providers is evident in the low number of citations for a new center. This is duly noted.

TARGETED ASSESSMENT: The Director and I discussed behavior management. She stated, "I help staff understand expectations associated with behavior management by having a very thought out and precise policy on behavior management and understanding behaviors. I model one on one with staff on how behavior management is done. I use our one-on-one time to go over specific behaviors they may see and why those behaviors may happen.

I help staff recognize their frustration and respond with de-escalation by teaching staff what their own signs and warnings of burnout and frustration are. We discuss what might "trigger" their frustration or what can be in their future. I also help them by bringing in Jackie and Dawn from ISU extension office by having them get coached on new de-escalation tips and techniques that I may not think about. I allow myself time throughout the day to do check ins with staff and give them a short break if they need some breather time outside of the classroom.

I monitor these skills and expectations by having weekly one on ones with every staff member. We also have monthly team meetings to go over policies and other things that may need to be refreshed. We use our resources to ensure we are always getting up to date techniques to help in the classroom. I also establish with staff that it is okay to not know everything, and it is okay to ask for help or be frustrated as long as we can find ways to get out of that feeling. I think it's important that all staff feel heard and valued so it is very important to me that we continue our one on ones and team meetings."

Date: 06/22/2026

HHS Licensing Consultant: Jill Seibert

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Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Care License. Please take steps necessary to completely address each of the violations noted above.

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at **https://iowaccrr.org**.