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

Name of Center: YMCA School Age Care at Southdale Elem **Enrollment:** 30 **License ID No. (Reapplications)** 46272

Street: 627 Orchard Dr **City:** Cedar Falls Iowa **Zip** 50613 **County:** Black Hawk

Mailing Address: 669 S Hackett Rd, Waterloo, IA, 50701

Director's Name: Bekah Stevens & Brandon Bennett **Phone Number:** 319-553-2900

On-Site Supervisor(s): John Ronan **E-Mail:** BBennett@blackhawkymca.org

Date(s) of Visit: 12-04-2024

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

LICENSING VISITS

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

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

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

Date Inspected: 03-15-2024

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	0	50	50
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: Becky Frost **Date:** 12-30-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 12/04/24 I made an unannounced off year licensing visit to YMCA School Age Care at Southdale Elementary in Cedar Falls. I met with John Ronan, the on-site supervisor for the program. Mr. Ronan has been with the program for four years. He is in school to get a BA in physical education. Aubree Nilles was also present and is also an on-site supervisor. She started working with the YMCA in December 2020. There are two staff members with the children in the morning and two staff members in the afternoon session. There is also a staff member who provides one on one care for a student.

Brandon Bennett and Bekah Stevens are the co-directors. Mr. Bennett is the Director of Youth Development, SAC. Ms. Stevens is the director of the ELC program. Mr. Bennett started with the YMCA on 10/05/22. He has previous experience in childcare, including as an assistant director, in Minnesota. Mr. Bennett is primarily in charge of the school age programs and Ms. Stevens primarily oversees the early learning center. Ms. Stevens has been employed with the YMCA since September 2020. She has a BA in Social Work and Spanish. Their offices are in the YMCA facility in Waterloo.

The program is in Southdale Elementary. They primarily operate out of the cafeteria area, but also utilize the school gym. The before and after school program operates Monday through Friday from 6:30-8:30 am and 3:30-6:00 pm. Every Wednesday the children get out of school at 1:50 pm. The program serves children who are in kindergarten through sixth grade. There are currently 30 children enrolled.

The cafeteria and gym are open spaces that allow for free play and organized activities. Natural lighting is available in the cafeteria and artificial lighting is used in the gym. The centers observed include art, library, magnets, Legos, games and table toys. Centers are stored in a closet located in the cafeteria.

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

The children primarily use two bathrooms located outside the cafeteria. The girl's bathroom has six toilets and three sinks. The boy's bathroom has two toilets, three urinals and three sinks. Handwashing procedures were posted in both locations. There are additional bathrooms in the school.

Staff members have a cell phone. Emergency numbers with the program's address and phone number and the poison control number must be posted so staff members have immediate access to them. Emergency fire and tornado procedures and evacuation diagrams were posted by the main program doors and outdoor exits in the cafeteria and gym. Put the evacuation diagram near the exit to the cafeteria in the gym. This was cited last year also. A daily schedule was not posted. You must post this where parents can see it. This was cited in last year's report also.

I reviewed documentation of monthly fire and tornado drills. There were no records of fire or tornado drills being practiced this school year. For the 2023-2024 school year there was no documentation of fire or tornado drills for December 2023 and January through May 2024. This is unacceptable. Copies of the records must be maintained so they can be reviewed during licensing visits and that records must be kept for at least two years for review. Fire and tornado drills must be

practiced monthly, on separate dates, and both should be practiced during the morning session and the afternoon session so that all enrolled children are participating in them. Ms. Nilles states she was told to not worry about practicing drills during the morning session. This must be corrected immediately.

I reviewed documentation of monthly playground inspections for this school year. The program did not have inspections for the 2024-2025 school year. There was documentation for playground inspections for the 2023-2024 school year. Playground inspections must occur every month. You must keep documentation of playground inspections for two years to be reviewed during licensing visits.

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 program that serves only school-aged children and located in a public-school building. Outlets were protected. The fire marshal inspection occurred on 03/15/24.

The YMCA offers an afternoon snack. A current snack menu was not posted. The menu that was posted was from March 2024. Update the snack menu on the parent board every week. Disposable products are used so dishwashing is not necessary. The program did not have a menu to determine if they are following the Child and Adult Care Food Program (CACFP). Snacks are provided by the YMCA. Not all snacks were stored according to the NHSPS guidelines. There was cereal that was not stored correctly. Once a food item is opened it must be stored in a sealed plastic, metal or glass container and be dated. This was cited in last year's report also. The children can also eat breakfast at the school once they are released from the YMCA program.

The program is using Envirox Concentrate 118 to sanitize the food tables. The product bottle specifically states that it is for "non-food contact surfaces". This product cannot be used on the food tables. The school provides this product. They must provide you something that is appropriate for food tables or you will have to purchase your own. Additionally, the sanitizer was sitting on a window ledge near the entrance where children had access to it. All dangerous chemicals must be stored out of reach from children.

The parent information is located on a portable bulletin board. 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. Make sure the menus, fire and tornado drills and playground inspections that you post are current. Update my contact poster with the correct email address.

The program uses the elementary school's playground. The area is partially fenced in. Rubber tiles are used for surface cushioning. There are swings, bars, slides, climbing equipment, a climbing wall, rings, teeter totter, spinning items and rocking toys. There was a new playground area recently added. Rubber tiles are also used in this area. There is a large rope obstacle course. There is also a balance beam. There is a grassy area for play and a basketball court. Benches are available and trees provide shade.

The gym is available when the children cannot go outside.

I spoke with staff members about emergency plans. They did not know evacuation locations. Staff members must be trained every year on emergency preparedness plans. This includes evacuation sites.

Staff members were actively engaged in activities with the children in the cafeteria playing games and once they moved to the gym. Staff members interacted with the children at their level. While in the gym they moved around the space to provide careful supervision. They introduced children to activities. They were nurturing to an upset child and used positive redirection when necessary. I observed several children give the staff members hugs. When they lined up to get released to school Ms. Nilles played a trivia game with them to keep them occupied.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Mr. Ronan and Ms. Nilles stated they like being at the program and working with the children. The children obviously enjoyed being with the staff members.

Mr. Ronan and Ms. Nilles states the children have positive interaction with one another and they enjoy how the older children help with the younger children.

Mr. Ronan states he feels supported by administration. They listen to his suggestions and allow him to make decisions that are best for the program.

The program can use the playground, the gym and the cafeteria.

The staff members maintain open communication with the YMCA administration staff members.

The program is inclusive . They make sure all the children feel included.

The program meets a need in the community to provide care for children before and after school. They are safe on the school site and do not have to transition to a new location.

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

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.
There were no records of fire or tornado drills being practiced this school year. For the 2023-2024 school year there was no documentation of fire or tornado drills for December 2023 and January through May 2024. This is unacceptable. Copies of the records must be maintained so they can be reviewed during licensing visits and that records must be kept for at least two years for review. Fire and tornado drills must be practiced monthly, on separate dates, and both should be practiced during the morning session and the afternoon session so that all enrolled children are participating in them. Ms. Nilles states she was told to not worry about practicing drills during the morning session. This must be corrected immediately.

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 program is using Envirox Concentrate 118 to sanitize the food tables. The product bottle specifically states that it is for "non-food contact surfaces". This product cannot be used on the food tables. The school provides this product. They must provide you something that is appropriate for food tables or you will have to purchase your own. Additionally, the sanitizer was sitting on a window ledge near the entrance where children had access to it. All dangerous chemicals must be stored out of reach from children.

109.11(3)d: Record of monthly inspections of outdoor recreation area and equipment shall be kept.
The program did not have inspections for the 2024-2025 school year. There was documentation for playground inspections for the 2023-2024 school year. Playground inspections must occur every month. You must keep documentation of playground inspections for two years to be reviewed during licensing visits.

109.11(5): Telephone: Working non-pay phone with posting adjacent for emergency numbers for police, fire, and poison control center. Center street address and phone included in posting.List of emergency numbers for children kept near phone.
Emergency numbers with the program's address and phone number and the poison control number must be posted so staff members have immediate access to them.

109.12(1): Program structure that uses developmentally appropriate practices and written program of activities planned to the developmental needs of children served.Program complements but does not duplicate school curriculum.Schedule of program is posted in a place visible to parents.
A daily schedule was not posted. You must post this where parents can see it. This was cited in last year's report also.

109.15(2): Center shall follow minimum CACFP menu patterns for meals and snacks.Menus planned one week in advance, made available to parents, and kept on file with substitutions noted.Avoid foods with high incident rate of causing choking.
A current snack menu was not posted. The menu that was posted was from March 2024. Update the snack menu on the parent board every week. The program did not have a menu to determine if they are following the Child and Adult Care Food Program (CACFP). Snacks are provided by the YMCA.

109.15(5): Food preparation and storage procedures are consistent with NHSPS.
Not all snacks were stored according to the NHSPS guidelines. There was cereal that was not stored correctly. Once a food item is opened it must be stored in a sealed plastic, metal or glass container and be dated. This was cited in last year's report also.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is issued for the remainder of the licensing period but you must provide me an email with information on how all the violations have been corrected. I should not be seeing repeated violations every year. All DHS licensing standards and procedures must be maintained during the renewal period.

*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.