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

Name of Center: St Edmond After School Program **Enrollment:** 143 **License ID No. (Reapplications)** 46330

Street: 2321 6th Ave N **City:** Fort Dodge Iowa **Zip** 50501 **County:** Webster

Mailing Address: 2220 4th AVE N, Fort Dodge, IA, 50501

Director's Name: Tabitha Acree **Phone Number:** 515-576-5182

On-Site Supervisor(s): Virginia Chizek **E-Mail:** acreet@st-edmond.pvt.k12.ia.us

Date(s) of Visit: 02-08-2023

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: 02-10-2022

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: X Year-round School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General			50	100	150
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 02-01-2022 to 02-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Raymond Salsbury **Date:** 02-10-2023

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

NA

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced annual visit was made to the Saint Edmond's After School program on 02-08-22 where I met with the school principal/director Tabitha Acree. Tabitha took over the position in 2022 and is well qualified for the position based on her experience, education, and on-going training in early childhood care and education. Virginia Chizek is the On-Site Supervisor and lead teacher of the After School program and is well qualified for the position having a college degree in early education with a current teaching license, and over 40 years of experience in early childhood education. Samantha Lennon is the lead teacher of the 3 year preschool program and is also well qualified based on her experience, education, and on-going training. The program is located in the St. Edmond School and is overseen by the school and school board. The program provides after school programming during the school year, and summer programing serving only school age children. The program expanded the services provided with adding a formal 3 year old preschool program at the start of the 2022-23 school year. The 3 year old preschool is currently offered in 3 sessions with a MWF AM session, and TTH AM and PM sessions. There are approximately 140 children enrolled in the after school program though not all attend at any given time, and 28 children enrolled in the 3 year old preschool program between the 3 sessions. The program currently employs 13 teachers. All aspects of the program subject to licensing standards were reviewed although the afterschool program was not in session at the time of the visit.

The general layout and design of the building and classrooms for the after school program remains the same as in prior reports. The program is primarily operated out of one classroom but does make use of several other classrooms for limited periods of time when the children break into smaller groups based on class level for academic assistance. Each room has a large bank of windows along the exterior walls which provide natural light, a view of the outdoors, and ventilation. Bathrooms and hand washing facilities are located off the main hallway though the main programming room also has sinks in the room. The facilities were observed to be clean with no issues noted due to design or maintenance. The main programming room has large cafeteria style trestle tables and a limited variety of activity centers due to the dual use nature of the facility. The centers and materials generally consist of reading, art/craft, games, and other small manipulative items that can be kept in storage and brought out for use when the program is in operation. The other classrooms used for the afterschool program all have a traditional school classroom design with individual desks and work areas and are used for that portion of the program that is designed to provide additional support to children needing to complete homework assignments. The equipment was observed to be in good repair and appropriate to the age groups attending the program.

The preschool program is currently operating out of one classroom but does plan to add a second classroom next year and move to just AM programming in two rooms. The rooms are connected by a pass through door which provides secondary egress from the rooms. Both rooms are mirror images of each other. While both rooms have space to accommodate approximately 25 children the center plans to cap class size to 14 children. Both rooms have windows along the exterior wall which provides light, a view of the outdoors, and ventilation. Restrooms are located outside the room off the main corridor and children are escorted to the restrooms as needed. Both rooms have sinks in the classroom which allows for hand washing. Because of the dedicated use the 3 year old preschool classroom is more defined in the arrangement with activity centers created through the placement of furniture and play structures. The room has a teacher desk area, dramatic play, group learning with a smart board, blocks, large/small manipulatives, reading, math/science, art/craft, and a calm down area.

A copy of the daily schedule and curriculum was posted for both the after school, and preschool programs. The after school program curriculum primarily focuses on academic assistance but also identifies a general monthly theme that is reflected in craft projects. The preschool curriculum is a more traditional classroom curriculum with a focus of development on specific learning concepts. As an example on the day of my visit the identified learning focus included the color Orange, Triangle shape, number 10, and the letter T. The teachers did follow the planned schedule and curriculum. Good interactions were observed in the preschool program during the time of my visit with each teacher being actively engaged with the children. Ratio was maintained during the time of the visit with a lead teacher and assistant teacher in the classroom. The program also has several high school students who provide assistance as part of their school program. The after school program will also typically have at least two staff in each classroom. The center does continue to have issues regarding supervision related to restroom use. As noted restrooms are located off the main corridors.

Good health and safety practices were observed during the visit. There were no children currently taking any medication but the center does have policies in place should it be necessary in the future. Medications are stored in the school nurses office and the teachers do have access to that office. Children with identified allergies and health issues did have response plans for those children. The program does maintain a limited supply of first aid materials in the classrooms but also has access to larger supplies in the school office. Good cleaning procedures were observed with the teachers cleaning the tables prior to and following snack service. Good hand washing practices are in place with the children washing their hands following restroom use and prior to snack service.

Due to the limited hours of operation meals are not served but snacks are provided for both the preschool and after school programs. Snacks are typically prepackaged single serving items that are stored in the classroom. Good food storage and handling practices were observed though as noted a thermometer is needed in all refrigeration units. A menu of typically served items is posted, and menu maintained of what what was actually served. The snacks do generally consist of options that meet nutritional guidelines with some bulk variety packs having items that would not be considered credible but which are not provided on a regular basis. On the day of my visit the snack provided included single serve packages of Cheez-it crackers, and milk. The teachers did not eat with the children but did provide supervision at the tables. The program did expand to include full day summer programming in 2021. The children bring their own sack lunches, and the program provided milk.

The program makes use of the school playgrounds and an indoor gymnasium space when weather does not allow for outdoor play. The playground has two areas. One is the larger playground area used by the school age children, and the other is a smaller area used by the preschool. Both are fully enclosed and separated by chain link fencing. The school age playground was observed to have a variety of climbing structures which were appropriate to the ages of those children attending the after school program. One swing was observed to have a broken chain, and several retention clips were missing or broken on the fence. Due to snow cover and winter freezing the pea gravel used for fall surfacing material could not be fully assessed but did appear to have developed a hardpan layer and should be inspected in the spring after the winter thaw to determine if aeration or additional material is needed. The preschool playground has a smaller preschool age climbing structure which was observed to be in good repair. Additional toys were also available for the children to play with. Foam tiles are used for fall surfacing and covered the entire play area.

All required notices were posted in an area readily visible to parents and visitors for the after school program and it is recommended that additional copies be posted in the preschool classroom. The preschool classroom does need to ensure that evacuation notices for fire and tornado that include both written and diagram instructions are posted by all exits from the classroom. All child files for the preschool program were reviewed and contained all required information. Both staff files for the preschool program were reviewed and both needed a current physical, and documentation of an Iowa SING background check. It is understood that the teachers in the classroom had previously been operating under the Department of Education requirements and their files were in compliance with those rules. In addition the classroom assistant also needs to complete the training required within the first 90 days of employment for staff working in licensed child care. All inspection logs and certificates were current and available, however the program has not been conducting monthly fire and tornado drills for the preschool program. As a reminder drills are required to be conducted and logged monthly for each session given that the children attending would only be present when their session is meeting.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

This center has continued to see expansion with adding the summer programming in the previous year, and adding the formal 3 year old preschool this year.

This program has an excellent focus on helping children build and retain school readiness skills.

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

109.7(1): All staff(within first 3 months of employment)Two hours of approved training FOR the mandatory reporting of child abuse.At least one hour of training regarding universal precautions and infectious disease control.Certification in American Red Cross, American Heart Association, American Safety and Health institute or MEDIC First Aid infant, child, and adult cardiopulmonary resuscitation (CPR) OR equivalent certification approved by the department. A valid certificate indicating the date of training and expiration date shall be maintained.Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross,American Heart Association, American Safety and Health Institute or MEDIC First Aid or an equivalent certification approved by the department.A valid certificate indicating the date of training and expiration date shall be maintained.Minimum health and safety trainings, approved by the Department. If significant changes occur to content, the Department may require the training be renewed.
-- Number not in compliance: 1

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: 2

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: 2

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.
-- Evacuation notices for fire and tornado that include both diagram and written instructions need to be placed by all exits from all programming rooms. Emergency drills must be conducted and logged each month for each session of preschool, and the after school program.

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 outdoor playground is not safe. The damaged swing, and missing/broken fencing retention clips need to be repaired or replaced.

109.15(5)a: Sufficient refrigeration is provided appropriate to perishable food.
-- Thermometers are required in all refrigeration & freezer units used to store food items intended for child consumption to ensure proper cold holding temperatures are maintained.

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: 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.