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

Name of Center: The Study Loft at Autumn Crest **Enrollment:** 47 **License ID No. (Reapplications)** 50271

Street: 240 NW 36th St Suite 105 **City:** Ankeny Iowa **Zip** 50021 **County:** Polk

Mailing Address: 2401 W 1st ST, Ankeny, IA, 50023

Director's Name: Melissa Michel **Phone Number:** 515-965-5505

On-Site Supervisor(s): Lawrence Walker **E-Mail:** melissa@treehouseglc.com

Date(s) of Visit: 01-14-2025, 12-19-2024

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 10-22-2024

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

Date Inspected: 05-11-2023

Comments : Fire inspections due at least every three years; completed by Ankeny Fire Dept.

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				75	75
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 12-01-2020 to 12-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Maggie Gibson, SWIV **Date:** 01-14-2025

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

A full licensing visit was completed 12-19-24. The On-Site Supervisor was present during the visit. A follow up visit to review records was completed 1-14-25 and Lawrence Walker was present to assist.

All areas of the program were observed. These areas observed consisted of classroom observations and activities, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

This center is one of two Study Lofts opened and owned by Mindy Seeman and Melissa (Missey) Michel, sisters. They also own two other full daycare centers in the Ankeny area; The Tree House. The Study Lofts are created and designed for school age children. This center offers before and after school care and full day care on the days when school is not in session and during the summer months. Missey Michael is listed as the director and Lawrence Walker is the on-site supervisor. Both meet qualifications for these positions.

After school hours are from 3:15 pm to 6:00 pm and full day hours are from 6:30 am to 6:00 pm. At this time, the center is not open before school, just after school and full days when school is not in session. The programming area is on ground level and exclusively occupies two suites in a larger newly built structure. There is a kitchen area with a refrigerator and sink, as well as cupboards. There is a large area of green space behind the building that will be used for outside play. The program offers full and part time care. The programming area has five toilets and sinks, and capacity tops at 75.

The staff were in ratio and engaged with the children. The children did finish up snacks and were moving toward a choice of group activity or independent play. There is a variety of activities available for the children to chose. The staff were observed to be nurturing and responsive to the children.

The east suite was missing emergency exit diagrams; staff indicated a request will be made for a new poster.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

This program offers an atmosphere that is conducive to school age children and their developmental needs. The children have many age appropriate games and activities.

The building is new construction and has up to date technology that the school age children use and enjoy.

The center has a secure entrance and security cameras in place.

The center staff plan weekly activities and art projects, as well as providing the children with STEM related projects.

The center conducts several field trips and the children get to help decide where they go on the field trips. This center does provide transportation.

The staff team well together and enjoy working at the center.

The program has a strong administrative team.

The owners are supportive of the program and staff..

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.

*emergency exit diagram needs to be reposted in the east-side suite.

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: 1

One staff file reviewed did not contain an updated physical form since 2015; staff/admin will ensure physical is obtained if not already and place form in the file.

109.9(1)e
All files contain documentation to indicate that ongoing staff training requirements are met, including current certifications in first aid/CPR and mandatory child abuse training.

One staff file reviewed needed updated CPR and first aid certification

V. SPECIAL NOTES/RECOMMENDATIONS:

The center completed radon testing in September of 2022 and this fell below the 4.0 cutoff.

Staff were consistently engaged in maintaining structure and working as a team to provide group activities for the children.

A new, full, two-year license is recommended.

*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.