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

Name of Center: West Fork Preschool-Rockwell **Enrollment:** 34 **License ID No. (Reapplications)** 38565

Street: 210 S 2nd Street **City:** Rockwell Iowa **Zip** 50469 **County:** Cerro Gordo

Mailing Address: PO Box 60, Rockwell, IA, 50469

Director's Name: Ashley Flatebo (principal) **Phone Number:** 641-822-3236

On-Site Supervisor(s): **E-Mail:** ashley.flatebo@westforkschool.org

Date(s) of Visit: 03-07-2023

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:** 02-06-2023

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

Date Inspected: 08-15-2022

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 X NAEYC NSACA Other NA

Program Serves: Infants (0-23 mo.) 2 Years X Preschool-Age 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			43		43
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 04-01-2023 to 04-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Raymond Salsbury **Date:** 03-09-2023

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

NA

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An announced annual visit was made to West Fork Preschool - Rockwell center on 03-07-23 where I met with school principal Ashley Flatebo, who also acts as the director of the program. The preschool is operated as a non-profit program and is overseen by the school board. The program is located in several classrooms in the Rockwell Elementary school. The classrooms are identified by the lead teacher for each room, Mrs. Ingh, Mrs. Hansen, and Mrs. Barkama. Preschool is offered in four sessions with two for children 4 years old through the 4 old Preschool Grant three days a week, and 3 for children 3 years old two days a week. Currently only the 3 year old preschool program is operated under DHS Licensing. There are currently 34 children enrolled in the 3 year old classes. The center also provides after school programming for school age children which is open to all children enrolled in the school though about 10 children attend on any given day. The after school program is operated out of the school cafeteria.

The general layout and design of the center and classrooms remains the same as in previous visits. The program did expand to offering and including a 3rd class this year. The additional classroom has been used for the preschool programming in the past. Each of the rooms have a sink available in the room to facilitate hand washing. Both primary rooms have restrooms located off the main programming space so that children do not need to leave the room, and the additional classroom makes use of restrooms located off the main corridor. Children are escorted to the restrooms as needed when using the restrooms outside of the classroom. Each room was divided into activity areas through the placement of furniture, shelving, and play structures that did not create any blind areas. The two primary classrooms are connected by an intervening pass through door, and the 3rd classroom is connected to the Pre-K room through an intervening pass through door. The two primary rooms have windows along the exterior wall that provide natural light, a view of the outdoors, and ventilation. One window in each is also designated as a secondary emergency exit. The 3rd classroom is an interior space with no widows and the connecting door to the Pre-K room serves as secondary emergency egress.

One issue that was noted during the visit is with the media centers used in the classrooms and restrictions for emergency exits. The media centers are mounted on wheeled bases that can be moved. The media center in one of the two primary rooms was placed such that it would block the use of the connecting door as an emergency exit. Given that the classrooms both have secondary emergency egress windows this was not cited but it was reviewed that the door has been identified as an alternative exit in the past and should also be kept clear. Similarly the media center in the 3rd classroom was also positioned near the intervening door to the Pre-K room which would be the only secondary exit from the room. While the center did not fully restrict access to that door it did create a narrowed access corridor of approximately 2 feet. Generally access corridors of 3 feet wide, and an access area of 9 sq.ft. in front of exits are required by Fire Code regulations to ensure adequate space for mobility assisted individuals. The center should verify with the Fire Marshal the requirements regarding mobile structures, and emergency egress access.

Each classroom was arranged into activity centers through the placement of furniture and play structures that were arranged to allow the children room to move without creating blind areas. Activity centers included options such as dramatic play, blocks, reading, science, math, art/crafts, large & small manipulatives, and group learning. Each activity center was stocked with a good variety of toys and materials that were observed to be in good repair and appropriate to the ages of the children present. A copy of the daily schedule and planned curriculum were posted for each class. The curriculum learning focus

for the week was Clothes, and the toys, and posted materials present in the rooms did reflect that theme. Good interactions were observed with the teachers being actively engaged with the children and attending to their needs in each classroom. Each of the teachers were observed to make excellent use of positive behavior management techniques. As an example while in Mrs. Ingh's classroom there was a child that became upset and did not want to participate in the class activity. The teachers did work recognize that the child was not engaged in any unsafe activity and rather than requiring participation worked to encourage the child to rejoin which the child did. This non-reactive approach worked to prevent the child's behavior from escalating and becoming a power struggle that could have disrupted the class and learning environment for the other children.

Good health and safety practices were observed during the visit. While the school custodial staff are responsible for the general cleaning and upkeep of the facilities the teachers were observed to clean as necessary. When using chemical cleaners the teachers would direct the children to other areas. Chemical cleaners, personal items, and other things that could present a safety concern to children were stored in areas where they were not readily accessible. The program makes use of the school nurse to store and administer medications and attend to first aid needs. Limited first aid kits are maintained in the classrooms for use on the playground and to address minor first aid needs. Good hand washing was observed with the children being instructed to wash their hands after restroom use and before snacks. The teachers did supervise and assist the children to ensure that they wash their hands in an effective manner.

Due to the limited hours of operation for the 3 year old preschool classes, and the after school programming meals are not served but snacks are provided. The snacks are served in the programming areas used by each class. The snacks are provided by the program from the school cafeteria. Good food handling and service practices were observed. Supervision is provided at the tables when the children were eating.

The program uses the school playground which has several climbing structures, swings, and other toys. The playground is fully enclosed by fencing and includes soft surfaces, and paved surfaces. There were maintenance issues noted with regard to the equipment. One disc climber structure had a damaged disc that rotated freely and should not used until it is repaired or replaced. Several set screws were loose allowing safety barriers to move such as those on a suspension bridge structure. The school uses wood chips for fall surfacing and a good depth of material appeared to be present but should be assessed later in the spring following full ground thaw and supplemented as necessary. Large trees along the edges, and the play structures provide shade.

In reviewing administrative records all required notices were posted in an area readily accessible and visible to all parents and visitors. Evacuation postings that include both diagram and written instructions for fire and tornado evacuation were not present by each exit from all programming spaces. Some of the evacuation notices only included directions for fire evacuation, and others did not have diagram instructions. As a reminder evacuation notices must include both written and diagram instruction for fire and tornado evacuation. All child files were found to contain all required documentation with the exception of 5 that needed an updated physical. Staff files were reviewed and found to contain all required documentation with the exception of 1 that needed an updated physical. One other issue that was reviewed is that there was a long term sustitute for Mrs. Barkama's class and while the substitute teacher did have all documentation and credentials in compliance with Dept. of Education requirements it was reviewed that they should also have the same requirements for DHS Licensing Standards. All inspection logs and certificates were available and current with the exception of Radon. The prior testing had recently expired and the center was in the process of obtaining new testing kits to renew the testing.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center is in the process of constructing a new preschool facility that will also be a FEMA safe room. Construction of that space is scheduled to start later this year with an anticipated completion date of March 2024.

The center is in the fund raising phase to construct a new preschool playground space.

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

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

109.10(1)a: Preschool (for children five years and younger not enrolled in school): Physical exam report submitted within 30 days of admission, was obtained no more than 12 months prior to admission, is signed by a licensed MD, DO, PA, Chiropractor or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.

-- Number not in compliance: 5

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.
-- Notices that include both written and diagram instructions for both fire and tornado evacuation were not present by all designated exits from all programming spaces. NOTE: 2nd Year Cited.

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 space is not safe. Those aspects of the equipment with damaged components, or loose safety rails shall be cordoned off and not used until such time that they are repaired.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is recommended 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.