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

Name of Center: New London Community After School Program **Enrollment:** 65 **License ID No. (Reapplications)** 48659

Street: 401 S Walnut St **City:** New London Iowa **Zip** 52645 **County:** Henry

Mailing Address: PO Box 24, New London, IA, 52645

Director's Name: Michelle Wilka **Phone Number:** 319-217-0574

On-Site Supervisor(s): Robin Heitmeier and Paris Wilka **E-Mail:** newlondonccc@hotmail.com

Date(s) of Visit: 01-02-2024

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 01-05-2023

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

Date Inspected: 04-04-2023

Comments : due every 3 years, conducted by State Fire Marshall Amy J. Fratzke

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 X Other 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				80	80
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 03-01-2023 to 03-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Jill Seibert **Date:** 01-05-2024

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

New London Community After School Program is a newly established daycare program for school age children in an residential area of the small community of New London. The Center is located in the Elementary School in New London next door to it's sister program, the New London Community Child Care Center. Both centers are owned by the New London Community & School Foundation Board of Directors. This center began operation in 2017. It is held in the New London Elementary School cafeteria. The program also has access to a coat area attached to cafeteria and nearby gymnasium. Enrollment is approximately 65 children with an average of 45 a day.

The program serves children enrolled in or having completed kindergarten or over. After school program services and offered as well as care during breaks throughout the school year. Before school care will be provided at the main center during the school year. During school cancellations programming will be held in the school. Summer care is not provided at this site. It is held in the New London Elementary School cafeteria. The program also has access to a coat area attached to cafeteria and nearby gymnasium.

On 1/2/24 I made an unannounced off year visit to New London Community After School Program and met with Director Michelle Wilka. She began this position in 2019. Ms. Wilka is an active Director and is present often. She formerly served as the On Site Supervisor/ Business Manager at the sister center for 8 years. Michelle Wilka holds dual Bachelor's Degrees in Business Management. Ms. Wilka has numerous hours of related college level classes and trainings and has been employed at the center for 14 years. Robin Heitmeier assists with administration of the program. She holds and AA Degree in Early Childhood Education and came to NLCCC with 9 years of registered in-home child care experience. Robin Heitmeier is housed in the main site and assists with administrative activities. Paris Wilka also serves as designated person in charge/OSS if Director Wilka or Asst. Director Heitmeier is not present . Ms. Wilka has worked at the center since 2020. She began the OSS role in 2023. She holds a HS Diploma and is a sophomore in college. Jessica Miller is the back up OSS for the program this year as well.

Center Nutrition:

Snacks and meals follow CACFP recommendations. Food allergies are taken into consideration. Food is stored according to CACFP requirements. The program has a rotating menu. Refrigeration units or milk coolers have required thermometers.

Center Health and Safety:

Tornado and fire drills are conducted monthly. Exit diagrams are posted near doors. Poison control and 911 with center address are posted. Ventilation is good since ceilings are high. Capacity and square feet (at least 35 square feet per child) regulations are met. Restrooms are available nearby and meet the rule of 1 restroom per 15 children. Ventilation and lighting are adequate on each visit.

The program area is large so if a child is ill they have space in the cafeteria for the child to isolate. A first aid kit is available

to staff but inaccessible to children.

Radon testing and documentation, fuel burning appliances inspections and lead based paint inspections are not required since this is a school age program.

The schedule is now conspicuously posted. Staff persons under age 18 man now provide care to school aged children

Center Outdoor Play Area:

The program utilizes the school outdoor play area. They may also access the outdoor play area at the sister center next door. Playground inspections are conducted monthly. The Child Care Weather Watch is utilized if outdoor play is questionable due to varying weather conditions. A first aid kit is taken outdoors along with emergency medications.

Center Field Trips/Transportation: The center provides no transportation. The center does not take field trips.

Center Administrative Records:

Staff and child records are reviewed annually. The program Director has tracking systems for records. All students and staff are up to date on requirements such as a Student Health Form, immunizations, emergency contacts, pick, up authorizations and dental and medical information, .This is duly noted. Toni Krana, CCNC conducted a child file audit in December and found no deficiencies.

Staff information is in IPOWER. All staff are up to date on all requirements including a physical, SING checks, Fingerprints, Universal Precautions training, CPR/1st Aid training, Mandatory Reporter training and professional development hours due annually.

The Emergency Preparedness Plan is present for this site. Staff were trained on the plan at the beginning of the school year. They signed and dated acknowledgement of such.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center is using best practice regarding ratio and is incorporating groups and school age curriculum throughout the day.

The Director or an onsite supervisor are present daily.

The Director reached out to the Iowa Department of Public Health Child Care Nurse Consultant and requested services when she began this position in 2019. She has spent many hours working with Child Care Resource & Referral and staff to get all employees fully trained and back ground checked. She has also accessed resources from other area directors and child care providers. The new center director has implemented many positive changes which is evident in a marked decrease in violations the past 3.5 years. The rooms continue to be more orderly and children and staff were engaged in activities together. Staff are positioned in ways that ensure constant supervision at all times. The staff report this is less stressful and there are fewer incident/injury reports. This is duly noted.

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

V. SPECIAL NOTES/RECOMMENDATIONS:

Based upon this review, it is recommended that this center remain in Full licensing status. The center is directed to continue compliance with rule. It is important to note, all DHS licensing standards and procedures must be maintained during the renewal period.

HHS encourages you to contact your local nurse consultant. 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.
http://idph.iowa.gov/hcci/consultants

HHS encourages you to contact Child Care Resource and Referral. They offer centers assistance with meeting the DHS regulations, QRS, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. Jodi Norton is your Child Care Consultant:

http://www.iowaccrr.org/who_we_are/region_5/ She has been meeting with the Center Director on a weekly basis. This is best practice and duly noted. This is also evident regarding general facility practice.

*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.