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

Name of Center: Altoona Campus Kids Klub-Altoona Elem **Enrollment:** 29 **License ID No. (Reapplications)** 17851

Street: 301 6th ST SW **City:** Altoona Iowa **Zip** 50009 **County:** Polk

Mailing Address: 1500 8th ST SW, Altoona, IA, 50009

Director's Name: Ashley Hejlik **Phone Number:** 515-402-1200

On-Site Supervisor(s): Debbie Struble **E-Mail:** Ahejlik@altoonacampus.com

Date(s) of Visit: 05-03-2023

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 02-21-2022

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

Date Inspected: 04-26-2021

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				100	100
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 04-01-2022 to 04-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Melinda Larson, Child Care Licensing Consultant **Date:** 05-05-2023

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Altoona Campus Kids Klub -Altoona has been in operation since 1992. This program provides before and after school child care for children who attend Altoona Elementary during the school year. The school has secured entrances. The center uses the school's old gym area for programming space. Ashley Hejlik is the director of all the Altoona Campus Kids Klub sites. Ashley has been with Altoona Campus since 2008. She has been the director since October 2017. Ashley served as the Program Coordinator prior to becoming director. Debbie Struble is the on site supervisor. She began in this role in August 2021.

An unannounced visit was completed on today's date. All areas subject to HHS licensing standards were reviewed. Mandatory postings are in place outside the program area. The schedule and lesson plan were posted. The snack menu was posted. Children's belongings are kept in individual baskets.

Debbie was present and she assisted with today's visit. Three staff were working today. Twenty six children were present at the time of the visit. The gym has a stage area and this is also used for programming space. Interest areas and table activities are set up daily. Children made a rainbow craft snack today. Children were also making a rainbow painting craft today. Children had free choice activity play time. Some children were playing large motor play games in the gym area. Some children were playing on the stage area in various interest areas. The three staff were spread out in the program space assisting and interacting with the children throughout the visit.

The center provides after school snack. The menu was reviewed and snacks served are compliant with CACFP guidelines. Food storage is sufficient.

The center uses the school's playground. School staff maintain the playground. The center completed monthly playground checks.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Debbie Struble has been with Kid Klub since 2017. Children are able to play large motor play activities on a daily basis through the use of the gym and playground. The center has a nice amount of play and learning materials for children's use.

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

109.7(2): Center directors and all staff have the required contact hours of training.
One staff has not completed any professional development hours in past year.

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.
Same staff needs a current physical. The last physical in file is 2018.

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.
Same staff is overdue for Mandatory Reporter Training.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center has a full license.

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact me (phone 515-362-7823; email mlarson@dhs.state.ia.us) so that we may discuss the issue. If necessary, I can make a notation in your record. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report. If you have the need for any additional information discussed during my visit, please contact me and I will forward the information to you. Thank you.

*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.

*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.

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