Department of Children & Youth

Licensing Inspection Full Report

All licensed early care and education programs are inspected at least once each year. Non-compliances are documented and grouped by risk level. Documenting statements, technical assistance provided and supplemental information may be included in this report. Licensing inspection reports from the previous three years can be viewed on the Department of Children & Youth website at https://childcaresearch.ohio.gov/ . This includes complaint investigation reports with substantiated allegations. For any other early care and education records, please contact the Family and Customer Support Center at 1-844-234-5437.

Program Details		
Program Name ALTA HEAD START COC Building 2	Program Number 000000100351	Program Type Child Care Center
Address 1960 E County Line RdBuilding 2 Youngstown OH 44515		County MAHONING

Inspection Information			
Inspection Type Annual	Inspection Scope Full	Inspection Method On-site Inspection	Inspection Notice Unannounced
Inspection Date 08/25/2026	Begin Time 9:15 AM	End Time 12:40 PM	Reviewer: SHAWN CRAWFORD

Summary of Findings			
No. Requirements Verified 67	No. Requirements with Non-compliances 1		No. Requirements Compliant 58
No. Serious Risk 0	No. Moderate Risk Findings 1	No. Other Non-compliance Findings 1	No. Technical Assistance Provided 2

License Capacity and Enrollment at the Time of Inspection				
Age Group	License Capacity	Enrollment		
	Totals	Full Time	Part Time	Total
Infant (Birth to < 18 m)		1	0	1
Young Toddler		3	0	3
Total Under 2 ½ Years	10	4	0	4
Older Toddler		3	0	3
Preschool		1	0	1
School Age		0	0	0
Total Capacity/Enrollment	23	4	0	8

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Staff-Child Ratios at the Time of Inspection				
Group	**Age Group/Range**	**Ratio Observed**	**Compliance**	**Comment**
Group 1	12 months to < 18 months	3 to 7	In Compliance	9:15 AM
Group 1	12 months to < 18 months	2 to 8	In Compliance	Nap 12:20 PM
Group 1	12 months to < 18 months	3 to 8	In Compliance	Lunch 11:30 AM

Summary of Non-Compliances

If a program disagrees with a licensing finding, the program may request a review of the finding(s). Ohio Administrative Code 5180:2-12-03, 5180:2-13-03, 5180:2-19-10 and 5180:2-20-02 detail the process for submitting a request for review. The request for review must be submitted within ten business days from the receipt of the licensing report. In addition, if the program is Step Up To Quality rated, the rating may be impacted if a serious or moderate risk non-compliance is cited.

Serious Risk Non-Compliances

A serious risk non-compliance is a licensing rule violation that has the potential to lead to a great risk of harm to a child and is observable and/or based on facts.

No serious risk non-compliances were observed during this inspection

Moderate Risk Non-Compliances

A moderate risk non-compliance is a licensing rule violation that has the potential to lead to a great risk of harm to a child and is observable and/or based on facts.

Domain: 02 Safe & Sanitary Environment

Rule: 5180:2-12-12 Safe Environment

Requirement: The program is required to store chemicals and machinery in a place that is inaccessible to children. The program is required to provide an outdoor play area away from machinery in operation.

Finding: "During the inspection, a potentially hazardous item or toxic substance was used or stored in the infant/toddler classroom where children had access to it.

The following was observed:. Bleach solution was stored on the side of the changing table.

Provide staff training. Submit the program's corrective action plan, which includes a statement that the potentially hazardous substance or item is no longer accessible to children and/or children will not be outside when machinery is in use and a statement that training was provided, to the Department to verify compliance with the requirements of this rule."

Corrective Action Plan Due: 09/24/2026

Other Non-Compliances

This section includes other rule violations that are observable and/or based on facts.

Domain: **02 Safe & Sanitary Environment**

Rule: 5180:2-12-12 Safe Environment

Requirement: The program is required to store chemicals and cleaning and sanitizing supplies in a place that is inaccessible to children. Cleaning agents, aerosol cans and chemical substances must be stored in their original container or clearly labeled. School-age children may use cleaning supplies and equipment with adult supervision.

Finding: During the inspection, a potentially hazardous substance, which was determined to not present a serious risk to a child, was not used or stored properly

The following was observed: Cleaning/sanitizing supplies had not been clearly labeled.

Provide staff training. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 09/24/2026

Domain: **02 Safe & Sanitary Environment**
Rule: 5180:2-12-12 Safe Environment
Requirement:The program is required to store chemicals and cleaning and sanitizing supplies in a place that is inaccessible to children. Cleaning agents, aerosol cans and chemical substances must be stored in their original container or clearly labeled. School-age children may use cleaning supplies and equipment with adult supervision.
Findings:During the inspection, a potentially hazardous substance, which was determined to not present a serious risk to a child, was not used or stored properly
The following was observed: Cleaning/sanitizing supplies had not been clearly labeled.

Provide staff training. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/24/2026

Technical Assistance Provided

This section documents technical assistance provided to the program when the program demonstrated an overall level of compliance with a rule requirement.

Domain: 08 Staff Files

Rule: 5180:2-12-10 Health Training Requirements

Requirement: The program is required to have all child care staff members complete training in child abuse and neglect recognition and prevention within sixty days of hire. Staff must complete training in first aid and CPR within the first ninety days of hire.

Findings: During the inspection, it was determined staff have not completed health and safety training(s) as required. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

Domain: 10 Written Policies & Procedures

Rule: 5180:2-12-07 Written Program Policies and Procedures

Requirement: The program's policies and procedures are required to include all topics outlined in rule.

Findings: During the inspection, it was determined the program's policies and procedures handbook does not contain all items as required. The policies and procedures handbook is missing the following: Infant care; Legally required information for parents and employees found in appendix C to this rule must be included with the parent/employee handbook; Social media policy including, but not limited to, addressing publication of child photos or other identifying information. Usage of emergency medical devices and emergency medications, including but not limited to Automated External Defibrillators (AED) and Naloxone, Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

In Compliance/Not Verified/Previously Verified/Not Applicable

Department of Children & Youth

This section documents rule requirements that were assessed as fully compliant, previously verified, not verified during this inspection or not applicable to the program.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-18 License Capacity	Compliant	Documenting Statement: The program was operating within their license capacity limits.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-02 License Visible	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-03 Inspection Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-04 Building Department Inspection	Compliant	Documenting Statement: The building approval listed the following stipulation(s)/limitation(s): Room #2- 15 over 2 1/2 years.
Rule: 5180:2-12-04 Building Department Inspection	Compliant	Documenting Statement: A copy of the certificate of occupancy was available on-site for review.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-04 Fire Inspection	Compliant	Documenting Statement: Please Note: Documentation of a fire inspection without any uncorrected violations must be secured for the program by 2/4/27.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-04 Food Service Requirements	Compliant	Documenting Statement: The food service license was observed posted. Following is the audit number and date of expiration: #1470, expires 3/1/26.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-05 Denial, Revocation and Suspension	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-07 Administrator Qualifications	Compliant	Documenting Statement: The administrator has completed the rules review course.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-07 Administrator Responsibilities/Requirements	Compliant	Documenting Statement: Employment records for current as well as past employees were being maintained on file as required.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-08 Child Care Staff Member Educational Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-08 Orientation Training & Whistle Blower Protection	Compliant	Documenting Statement: On the day of the inspection, all child care staff members had met orientation training requirements.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-09 Background Check Requirements	Compliant	Documenting Statement: During the inspection, the required documentation regarding background checks was on file for all employees listed.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-10 Professional Development Requirements	Compliant	Documenting Statement: At the time of the inspection, all child care staff members had completed the required amount of professional development training.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-11 Indoor Space Requirements	Compliant	Documenting Statement: The restrooms are used exclusively by the program.

Rule	Status	Documenting Statement(s), If applicable

Rule: 5180:2-12-11 Outdoor Space Requirements	Compliant	Documenting Statement: Outdoor play was observed for the infant/toddler group(s).
Rule: 5180:2-12-11 Outdoor Space Requirements	Compliant	Documenting Statement: The outdoor play area is separated from traffic and other hazards by a fence.
Rule: 5180:2-12-11 Outdoor Space Requirements	Compliant	Documenting Statement: Children under six months were protected from direct exposure to the sun and sun protection was provided for all children.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-11 Outdoor Play Equipment	Compliant	Documenting Statement: All equipment in the outdoor play space was observed to be anchored and stable.
Rule: 5180:2-12-11 Outdoor Play Equipment	Compliant	Documenting Statement: Outdoor equipment was viewed to be safe and free of rust, sharp points, and other hazards.
Rule: 5180:2-12-11 Outdoor Play Equipment	Compliant	Documenting Statement: All equipment was observed to be properly placed out of the path of the main traffic pattern.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-11 Outdoor Play Fall Zones	Compliant	Documenting Statement: The protective material used under outdoor equipment was poured rubber surfacing.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-12 Safe Equipment	Compliant	Documenting Statement: Equipment was observed to be in good condition.
Rule: 5180:2-12-12 Safe Equipment	Compliant	Documenting Statement: The heating unit/air conditioner unit located on the outdoor play space was made inaccessible to the children by a fence.

Rule	Status	Documenting Statement(s), If applicable

Rule: 5180:2-12-13 Sanitary Equipment and Environment	Compliant	Documenting Statement: During the inspection, it was discussed that blankets were washed weekly.
Rule: 5180:2-12-13 Sanitary Equipment and Environment	Compliant	Documenting Statement: The environment, furniture, materials, and equipment were kept in a sanitary condition at all times.
Rule: 5180:2-12-13 Sanitary Equipment and Environment	Compliant	Documenting Statement: During the inspection, the cleaning and sanitation of items and toys mouthed by children were discussed.
Rule: 5180:2-12-13 Sanitary Equipment and Environment	Compliant	Documenting Statement: Cots were cleaned and sanitized weekly.
Rule: 5180:2-12-13 Sanitary Equipment and Environment	Compliant	Documenting Statement: During the inspection, the equipment was observed clean and in good repair.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-13 Handwashing Requirements	Compliant	Documenting Statement: Staff and children were observed washing hands as required by the rule.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-13 Smoke Free Environment	Compliant	Documenting Statement: No smoking was allowed on the premises, and the notice stating that smoking is prohibited was observed posted in a conspicuous place.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-14 Transportation and Field Trip Procedures	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-14 Transportation - Driver Requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-14 Transportation - Vehicle Requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-16 First Aid/Standard Precautions	Compliant	Documenting Statement: During the inspection, the program had complete first aid kits available as required.
Rule: 5180:2-12-16 First Aid/Standard Precautions	Compliant	Documenting Statement: The program had a system in place for regularly checking and replacing first aid kit supplies.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-16 Management of Communicable Disease	Compliant	Documenting Statement: The DCY 08087 "Communicable Disease Chart" was posted and was readily available to staff and parents.
Rule: 5180:2-12-16 Management of Communicable Disease	Compliant	Documenting Statement: During the inspection the requirements regarding the isolation of a child suspected of having a communicable disease were discussed, but not observed.
Rule: 5180:2-12-16 Management of Communicable Disease	Compliant	Documenting Statement: The program staff stated parents were informed when their child had any exposure to a contagious illness by number(s) 2,3 below: 1. A posted notice; 2. Verbal communication; 3. A written notice sent home; 4. A note posted on the classroom door; 5. Other [ ].

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-16 Incident/Injury Reporting	Compliant	Documenting Statement: The JFS 01299 "Incident/Injury Report For Child Care" forms reviewed during this inspection were complete as required.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-15 Child Health Care Plans	Compliant	Documenting Statement: At the time of the inspection, there were no children currently enrolled who had health conditions.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-16 Emergency Preparedness and Response Plan	Compliant	Documenting Statement: Annual training of the emergency preparedness and response plan was completed by staff.
Rule: 5180:2-12-16 Emergency Preparedness and Response Plan	Compliant	Documenting Statement: The program's emergency preparedness and response plan was reviewed during the inspection and met the requirements.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-17 Daily Schedule	Compliant	Documenting Statement: Daily schedules were observed posted.
Rule: 5180:2-12-17 Daily Schedule	Compliant	Documenting Statement: During the inspection, developmentally-appropriate practices were observed in the classroom(s).

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-17 Materials and Equipment	Compliant	Documenting Statement: Sufficient equipment was observed in all categories.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-17 Daily Outdoor Play	Compliant	Documenting Statement: Outdoor play was observed for the infant/toddler group(s).

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-18 Ratio	Compliant	Documenting Statement: Staff/child ratios observed during the inspection surpassed those required by the rule.
Rule: 5180:2-12-18 Ratio	Compliant	Documenting Statement: The Appendix A "Staff/Child Ratios, Age Grouping and Maximum Group Size" was posted in a noticeable area at the program as required.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-18 Group Size	Compliant	Documenting Statement: The group sizes observed on the day of the inspection were in compliance.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-19 Supervision	Compliant	Documenting Statement: During the inspection, child care staff were observed meeting the basic needs of all children assigned to the group.
Rule: 5180:2-12-19 Supervision	Compliant	Documenting Statement: Child Care Staff Members were supervising the children and were able to intervene as needed.
Rule: 5180:2-12-19 Supervision	Compliant	Documenting Statement: During the inspection, child care staff were observed assisting children throughout the day.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-18 Attendance Records	Compliant	Documenting Statement: Child Care Staff Members were observed recording the attendance for each child upon arrival and documenting each child's departure.
Rule: 5180:2-12-18 Attendance Records	Compliant	Documenting Statement: During the inspection, attendance records were reviewed. Child Care Staff Members were viewed recording the attendance for each child upon arrival and departure. All attendance records met the requirements of the rule and were kept with the group at all times.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-19 Child Guidance	Compliant	Documenting Statement: Appropriate child guidance and behavior management techniques and practices were observed being used during the inspection.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements	Compliant	Documenting Statement: Posted menus included foods from all five food groups.

Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements	Compliant	Documenting Statement: Posted menus were current and dated.
Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements	Compliant	Documenting Statement: Meals offered at the program included foods from the five food groups in sufficient amounts.
Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements	Compliant	Documenting Statement: The food offered at meal time to the infants; toddlers was developmentally appropriate and did not pose a choking hazard.
Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements	Compliant	Documenting Statement: The program offered the following: breakfast, lunch, snack.
Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements	Compliant	Documenting Statement: Meals were offered at intervals as required by this rule.
Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements	Compliant	Documenting Statement: The menu was posted on parent board.
Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements	Compliant	Documenting Statement: The menu posted reflected the meal served.
Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements	Compliant	Documenting Statement: Snacks offered at the program included foods from two of the five food groups and provided nutritional value in addition to calories.
Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements	Compliant	Documenting Statement: Water was provided to children throughout the day by a pitcher of water and disposable cups.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-21 Evening and Overnight Care	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-23 Infant Bottle and Food Preparation	Compliant	Documenting Statement: All bottles were warmed in accordance with the rule in a bottle warmer.

Rule: 5180:2-12-23 Infant Bottle and Food Preparation	Compliant	Documenting Statement: Bottles and opened food were stored in a refrigerator located in the classroom.
Rule: 5180:2-12-23 Infant Bottle and Food Preparation	Compliant	Documenting Statement: Infants were fed in conformity with parent/guardian's written, dated instructions.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-22 Fluid Milk Requirements	Compliant	Documenting Statement: All infants/toddlers were served formula/milk in sufficient amounts to meet the nutritional requirements.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-23 Infant Daily Care	Compliant	Documenting Statement: An appropriate program of activities with infants was observed.
Rule: 5180:2-12-23 Infant Daily Care	Compliant	Documenting Statement: Appropriate daily written records for all infants were viewed.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-22 Safe Food Handling/Storage	Compliant	Documenting Statement: Food was stored in a safe and sanitary manner.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-24 Swimming and Water Safety Requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-16 Emergency Postings	Compliant	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-16 Emergency Drills	Compliant	Documenting Statement: Documentation for completed fire, weather, and emergency/lockdown drills was verified during this inspection.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-21 Mobile Preschools	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-08 Staff Immunization Records	Compliant	Documenting Statement: All employees had immunization records or exemption documentation on file.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-02 Current Information	Compliant	Documenting Statement: The program had current information entered in the Ohio Statewide Licensing System.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-02 Amendments to the License	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cots and Napping - Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-15 Child Immunization Records	Compliant	Documenting Statement: At the time of the inspection, 25% of the children's records were reviewed, and the immunization records were complete, as required by the rule.
Rule: 5180:2-12-15 Child Immunization Records	Compliant	Documenting Statement: At the time of the inspection, a system to ensure children's immunization records were updated annually was being utilized.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-15 Child Enrollment Records	Compliant	Documenting Statement: At the time of the inspection, 25% of the children's records were reviewed, and the enrollment records were complete, as required by the rule.

Rule	Status	Documenting Statement(s), If applicable

Rule: 5180:2-12-15 Child Record Requirements	Compliant	Documenting Statement: At the time of the inspection, a system to ensure children's records were kept on file for one year was being utilized.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-08 Staff TB Screening Requirements	Compliant	Documenting Statement: All employees had tuberculosis (TB) screenings and immunization records on file.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-20 Cots and Napping - Equipment and Environment	Compliant	Documenting Statement: The rest area had adequate lighting, which allowed for the visual supervision of children.
Rule: 5180:2-12-20 Cots and Napping - Equipment and Environment	Compliant	Documenting Statement: Cots were placed appropriately and safely during nap time.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-20 Cribs - Safe Environment and Practices	Compliant	Documenting Statement: Cribs were separated from the play space by a safe and sturdy and physical barrier. No infants currently using cribs.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-20 Cribs - Placement	Compliant	Documenting Statement: All cribs were placed 2 feet apart.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-22 Specialized Diets	Compliant	Documenting Statement: Special diets provided by the program were documented as required.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-23 Diapering and Toilet Training - Practices	Compliant	Documenting Statement: Appropriate diaper changing procedures were observed during the inspection in the infant/toddler room(s).

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-23 2026 Diapering and Toilet Training - Supplies	Compliant	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-25 2026 Medication Administration Practices	Compliant	Documenting Statement: There were no children on medication at the time of the inspection; however, the method of storage and practices for the administration were reviewed.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-25 2026 Medication Documentation	Compliant	Documenting Statement: During the inspection, the requirements of the rule regarding administering medication, topical products and medical foods were discussed.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-25 2026 Medication Storage	Compliant	Documenting Statement: Medication was stored in a box on top of cabinet.