Department of Children & Youth

# Licensing Inspection Full Report

| Program Details | | |
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| Program Type:<br>Pre School | Program Name:<br>Rutherford B. Hayes Elementary School | Program Number:<br>1000018351 |
| Address:<br>750 Silver St<br><br>Marion<br>OH 43302 | | County:<br>MARION |
| Organization Name:<br>Marion City | Org IRN:<br>044339 | Site IRN:<br>034611 |

| Inspection Information | | |
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| Inspection Type<br>Annual | Inspection Scope:<br>Full | Inspection Notice:<br>Unannounced |
| Visit Date:<br>11/07/2024 | Begin Time:<br>12:50 PM | End Time:<br>2:50 PM |
| Visit Date:<br>11/12/2024 | Begin Time:<br>8:10 AM | End Time:<br>8:45 AM |

The most recent written compliance reports and the program's corrective action plan shall remain posted in a conspicuous place near the posted program license until the next compliance report is received from the department

Note: All documented non-compliances are grouped as Serious, Moderate and Low risk violations. A serious risk non-compliance may impact a program's Step up to Quality rating.

| Summary of Findings | | |
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| Number of Rules Verified: 105 | Number of Rules with Non-Compliances: 2 | |
| Serious Risk Non-Compliances: 0 | Moderate Risk Non-Compliances: 0 | Low Risk Non-Compliances: 2 |

## Summary of Non-Compliances

If a program disagrees with a licensing finding, the program may request a review of the finding(s). The request for review must be submitted within seven business days from the receipt of the licensing report. In addition, if the program is star rated, the rating may be impacted if a serious risk non-compliance is cited.

### Serious Risk Non-Compliances

**No Serious Risk Non-Compliances were observed during this inspection**

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## Moderate Risk Non-Compliances

**No Moderate Risk Non-Compliances were observed during this inspection**

## Low Risk Non-Compliances

**Domain**: **08 Staff Files**

Rule: 3301-37:04 Special education teacher requirements

Code: This rule requires a public school preschool special education class as defined in rule?3301-51-11?of the Administrative Code, operated by a public school or a county board of developmental disabilities shall have an intervention specialist classroom teacher that meets one of the following during instructional time: (a) A valid license or education of the handicapped certificate with an endorsement in pre-kindergarten special needs or early education of the handicapped issued pursuant to section?3319.22?of the Revised Code; (b) A valid early childhood intervention or primary intervention specialist license issued pursuant to section?3319.22?of the Revised Code; (c) A valid supplemental or intervention teaching license in the area of pre-kindergarten special needs, early childhood intervention specialist, or intervention specialist in the areas of visually impaired or hearing impaired, if the children are visually impaired or hearing impaired; or (d) A valid K-12 intervention specialist license issued pursuant to section?3319.22?or?3319.26?of the Revised Code and meets one qualification of a general education preschool lead teacher.

Findings: During the inspection and review of staff files, the special education teacher in a public program did not have a valid teaching license to meet the requirements.

Corrective Action Plan Due: 12/12/2024

**Domain**: **09 Children's Files**

Rule: 3301-37-08 Cumulative record requirements

Code: This rule requires the program to secure and have on file required information by the first day of attendance.

Findings: During the inspection and review of children's files, all required information was not on file by the first day of attendance in that one student did not have enrollment records on file.

Corrective Action Plan Due: 12/12/2024

| Rules in Compliance/Not Verified | |
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| **Rule: 3301-37:02 Written compliance report posted** | *Not Verified* |
| **Rule: 3301-37:04 Orientation training** | *Compliant* |
| **Rule: 3301-37:04 Non-guilty non-conviction statement** | *Not Verified* |
| **Rule: 3301-37:04 Required background checks** | *Compliant* |
| **Rule: 3301-37:04 Staff Medical statement** | *Compliant* |
| **Rule: 3301-37:04 Staff Non-Discrimination** | *Not Verified* |
| **Rule: 3301-37:04 Director onsite fifty percent of operating hours** | *Compliant* |
| **Rule: 3301-37:04 Program operation** | *Not Verified* |
| **Rule: 3301-37:04 Staff supervision** | *Not Verified* |
| **Rule: 3301-37:04 Annual in-service requirements** | *Not Verified* |
| **Rule: 3301-37:04 Staff with required health and safety trainings** | *Compliant* |
| **Rule: 3301-37:05 Play space free of hazards** | *Compliant* |
| **Rule: 3301-37:04 Director qualifications** | *Compliant* |
| **Rule: 3301-37:04 Director responsibilities** | *Not Verified* |
| **Rule: 3301-37:04 Administrator rules training** | *Not Verified* |
| **Rule: 3301-37:04 Lead teacher assigned** | *Compliant* |
| **Rule: 3301-37:04 Public preschool general education teacher requirements** | *Compliant* |
| **Rule: 3301-37:04 Individuals used in ratio** | *Compliant* |

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| **Rule: 3301-37:04 Staff minimum requirements** | *Compliant* |
| **Rule: 3301-37:04 Background check updates** | *Compliant* |
| **Rule: 3301-37:04 Staff/child ratio maintained at all times** | *Compliant* |
| **Rule: 3301-37:04 Ratio and Group size: General education or co-taught classroom** | *Compliant* |
| **Rule: 3301-37:04 Preschool special education law requirements** | *Compliant* |
| **Rule: 3301-37:04 Intervention specialist caseload** | *Compliant* |
| **Rule: 3301-37:04 Second adult requirements** | *Compliant* |
| **Rule: 3301-37:04 Ratio and Group size: Special education classroom** | *Compliant* |
| **Rule: 3301-37:05 Outdoor play space** | *Compliant* |
| **Rule: 3301-37:06 Cleaning and sanitizing supplies** | *Compliant* |
| **Rule: 3301-37:06 Safe handling, storage, and disposal of bio-contaminants** | *Compliant* |
| **Rule: 3301-37:06 Materials selected independently** | *Not Verified* |
| **Rule: 3301-37:06 Adequate first-aid supplies** | *Compliant* |
| **Rule: 3301-37:07 Governing body written policies** | *Not Verified* |
| **Rule: 3301-37:07 Program policies and procedures** | *Not Verified* |
| **Rule: 3301-37:07 Appropriate policies for children** | *Not Verified* |
| **Rule: 3301-37:07 Staff policies** | *Not Verified* |
| **Rule: 3301-37:07 Policies address children's cumulative records** | *Not Verified* |
| **Rule: 3301-37:07 Developmentally appropriate program planning** | *Not Verified* |

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| **Rule: 3301-37:07 Health and safety procedures** | *Not Verified* |
| **Rule: 3301-37:07 Organized school health services** | *Not Verified* |
| **Rule: 3301-37:07 Emergency procedure postings and records** | *Compliant* |
| **Rule: 3301-37:07 Immunization records and emergency medical authorization requirements** | *Not Verified* |
| **Rule: 3301-37-08 List of allergies and treatment** | *Compliant* |
| **Rule: 3301-37:11 Communicable Disease Policy: Parent notification of illness** | *Not Verified* |
| **Rule: 3301-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge** | *Not Verified* |
| **Rule: 3301-37:11 Communicable disease chart posted** | *Compliant* |
| **Rule: 3301-37:11 Communicable Disease Policy: Ill child isolation requirements** | *Not Verified* |
| **Rule: 3301-37:11 Communicable Disease Policy: Symptoms of illness for isolation** | *Not Verified* |
| **Rule: 3301-37:11 Communicable Disease Policy: Readmitting an ill child** | *Not Verified* |
| **Rule: 3301-37:11 Communicable Disease Policy: Mildly ill child** | *Not Verified* |
| **Rule: 3301-37:11 Communicable Disease Policy: Exposure to a communicable disease** | *Not Verified* |
| **Rule: 3301-37:11 Communicable disease policy: Training staff** | *Not Verified* |
| **Rule: 3301-37:05 Safe play space available** | *Compliant* |
| **Rule: 3301-37:10 Discipline restrictions** | *Not Verified* |
| **Rule: 3301-37:10 Reporting abuse policy** | *Not Verified* |

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| **Rule: 3301-37:10 Discipline policy/ behavior management communication and written consent to parent** | *Not Verified* |
| **Rule: 3301-37:10 Staff receive discipline policy** | *Not Verified* |
| **Rule: 3301-37:07 Admission procedures** | *Not Verified* |
| **Rule: 3301-37:07 Parent Roster** | *Not Verified* |
| **Rule: 3301-37:07 Behavior management/discipline policy requirements** | *Compliant* |
| **Rule: 3301-37:07 Communicable Disease Policy requirements** | *Compliant* |
| **Rule: 3301-37:07 Transportation and field trip policies** | *Not Verified* |
| **Rule: 3301-37:07 Offsite swimming policy requirements** | *Not Verified* |
| **Rule: 3301-37-08 Immunization records** | *Compliant* |
| **Rule: 3301-37:07 Unlimited parent access** | *Not Verified* |
| **Rule: 3301-37-08 List of prescription or nonprescription medications, food supplements, modified diets, or fluoride supplements** | *Compliant* |
| **Rule: 3301-37-08 List of chronic physical problems and history of hospitalization** | *Compliant* |
| **Rule: 3301-37-08 List of child diseases** | *Compliant* |
| **Rule: 3301-37-08 Names and telephone numbers of physician and dentist** | *Not Verified* |
| **Rule: 3301-37-08 Emergency medical and dental care transportation** | *Compliant* |
| **Rule: 3301-37-08 Daily attendance records** | *Not Verified* |
| **Rule: 3301-37-08 Injury report** | *Not Verified* |
| **Rule: 3301-37-08 Family Educational Rights and Privacy Act** | *Not Verified* |

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| **Rule: 3301-37:09 Food license** | *Not Verified* |
| **Rule: 3301-37:07 Parent Roster permission** | *Not Verified* |
| **Rule: 3301-37:10 Staff responsibility for discipline** | *Not Verified* |
| **Rule: 3301-37:10 Written discipline policy requirements** | *Not Verified* |
| **Rule: 3301-37:09 Menus** | *Not Verified* |
| **Rule: 3301-37:10 Discipline policy ensures well being of individuals** | *Not Verified* |
| **Rule: 3301-37:05 Children supervised during travel times** | *Compliant* |
| **Rule: 3301-37:05 Ratio maintained at all times** | *Not Verified* |
| **Rule: 3301-37:05 Annual fire inspection** | *Compliant* |
| **Rule: 3301-37:05 Center cleaning and sanitizing** | *Compliant* |
| **Rule: 3301-37:05 Electrical outlets** | *Compliant* |
| **Rule: 3301-37:05 Phone available** | *Compliant* |
| **Rule: 3301-37:05 Smoking prohibited** | *Not Verified* |
| **Rule: 3301-37:06 Safe and sanitary equipment and materials** | *Compliant* |
| **Rule: 3301-37:07 Emergency numbers posting** | *Compliant* |
| **Rule: 3301-37:07 Medical and dental emergency procedure posting** | *Compliant* |
| **Rule: 3301-37:05 Square footage and maximum capacity** | *Not Verified* |
| **Rule: 3301-37:05 Swimming and wading pools** | *Not Verified* |
| **Rule: 3301-37:05 Exclusive use of preschool space** | *Compliant* |

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| **Rule: 3301-37:05 Indoor space minimum requirements** | *Compliant* |
| **Rule: 3301-37:04 Fluoride supplements** | *Not Verified* |
| **Rule: 3301-37:07 Handwashing and disposable towels or air hand dryer available** | *Compliant* |
| **Rule: 3301-37:09 Choice of two required food groups for snack** | *Not Verified* |
| **Rule: 3301-37:09 Modified diet accommodations** | *Not Verified* |
| **Rule: 3301-37:09 Nutritious snack choices provided to parents** | *Not Verified* |
| **Rule: 3301-37:09 Screen time during meal or snack time** | *Not Verified* |
| **Rule: 3301-37:09 Snack nutritional requirements** | *Not Verified* |
| **Rule: 3301-37:09 Snack service time** | *Not Verified* |
| **Rule: 3301-37:09 Use of powdered milk** | *Not Verified* |
| **Rule: 3301-37:03 Daily Schedule** | *Compliant* |
| **Rule: 3301-37:04 Licensed staff in-service requirement** | *Not Verified* |
| **Rule: 3301-37:04 Part-time staff in-service requirement** | *Not Verified* |
| **Rule: 3301-37:11 Children observed for communicable disease upon** | *Not Verified* |
| **Rule: 3301-37:07 Supervising grounds, play areas, and other facilities** | *Not Verified* |
| **Rule: 3301-37:07 Swimming policy** | *Not Verified* |
| **Rule: 3301-37:07 Written medication policy requirements** | *Compliant* |
| **Rule: 3301-37:07 Written procedures for incident and injury reporting** | *Not Verified* |

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| **Rule: 3301-37:09 Policy regarding providing food when parent does not provide it** | *Not Verified* |
| **Rule: 3301-37:08 Child medical statement** | *Compliant* |
| **Rule: 3301-37-08 Medication authorization** | *Compliant* |
| **Rule: 3301-37:03 Developmental progress and parent teacher conferences** | *Not Verified* |
| **Rule: 3301-37:02 Parent handbook** | *Not Verified* |
| **Rule: 3301-37:03 Written curriculum adopted and aligned** | *Not Verified* |
| **Rule: 3301-37:06 Furniture and equipment** | *Compliant* |
| **Rule: 3301-37:05 Public access areas** | *Not Verified* |
| **Rule: 3301-37:04 Approved trainer requirements** | *Not Verified* |
| **Rule: 3301-37-08 Child medical signed by licensed physician** | *Not Verified* |
| **Rule: 3301-37:03 Written philosophy and goals** | *Not Verified* |
| **Rule: 3301-37:07 Parent permission for topical products** | *Not Verified* |