Department of Children & Youth

Licensing Inspection Full Report

Program Details		
Program Type: Pre School	Program Name: Woodlawn Elementary School	Program Number: 1000020208
Address: 31 Riddle Rd Cincinnati OH 45215		County: HAMILTON
Organization Name: Princeton City	Org IRN: 044677	Site IRN: 042028

Inspection Information		
Inspection Type Annual	Inspection Scope: Full	Inspection Notice: Unannounced
Visit Date: 03/10/2025	Begin Time: 1:15 PM	End Time: 3:00 PM

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		
Number of Rules Verified: 135	Number of Rules with Non-Compliances: 1	
Serious Risk Non-Compliances: 0	Moderate Risk Non-Compliances: 1	Low Risk Non-Compliances: 0

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

Ohio Department of Children & Youth

Moderate Risk Non-Compliances

Domain: **08 Staff Files**

Rule: 5180-37:04 Substitute requirements

Code: This rule requires substitutes to meet the staffing requirements.

Findings: During the inspection and review of staff files, substitutes verified during the annual visit did not have documentation to meet requirements.

Corrective Action Plan Due: 04/09/2025

Low Risk Non-Compliances

No Low Risk Non-Compliances were observed during this inspection

Rules in Compliance/Not Verified	
Rule: 5180-37:03 Written philosophy and goals	*Not Verified*
Rule: 5180-37:02 Parent handbook	*Compliant*
Rule: 5180-37:03 Developmental progress and parent teacher conferences	*Compliant*
Rule: 5180-37:03 Written curriculum adopted and aligned	*Compliant*
Rule: 5180-37:02 Written compliance report posted	*Compliant*
Rule: 5180-37:04 Program operation	*Not Verified*
Rule: 5180-37:04 Staff Non-Discrimination	*Not Verified*
Rule: 5180-37:03 Daily Schedule	*Compliant*

Rule: 5180-37:04 Director onsite fifty percent of operating hours	*Compliant*
Rule: 5180-37:04 Staff supervision	*Not Verified*
Rule: 5180-37:04 Director qualifications	*Compliant*
Rule: 5180-37:04 Director responsibilities	*Compliant*
Rule: 5180-37:04 Administrator rules training	*Compliant*
Rule: 5180-37:04 Lead teacher assigned	*Compliant*
Rule: 5180-37:04 Special education teacher requirements	*Compliant*
Rule: 5180-37:04 Individuals used in ratio	*Compliant*
Rule: 5180-37:04 Annual in-service requirements	*Compliant*
Rule: 5180-37:04 Staff minimum requirements	*Compliant*
Rule: 5180-37:04 Orientation training	*Compliant*
Rule: 5180-37:04 Non-guilty non-conviction statement	*Compliant*
Rule: 5180-37:04 Required background checks	*Compliant*
Rule: 5180-37:04 Staff Medical statement	*Compliant*
Rule: 5180-37:04 Staff with required health and safety trainings	*Compliant*
Rule: 5180-37:04 Background check updates	*Compliant*
Rule: 5180-37:04 Second adult requirements	*Compliant*
Rule: 5180-37:04 Staff/child ratio maintained at all times	*Compliant*
Rule: 5180-37:04 Licensed staff in-service requirement	*Compliant*

Rule: 5180-37:04 Preschool special education law requirements	*Compliant*
Rule: 5180-37:04 Part-time staff in-service requirement	*Compliant*
Rule: 5180-37:04 Mixed age group size	*Compliant*
Rule: 5180-37:04 Substitute providing IEP services	*Compliant*
Rule: 5180-37:04 Ratio and Group size: Special education classroom	*Compliant*
Rule: 5180-37:04 Approved trainer requirements	*Compliant*
Rule: 5180-37:04 Intervention specialist caseload	*Compliant*
Rule: 5180-37:05 Outdoor play space	*Compliant*
Rule: 5180-37:05 Center cleaning and sanitizing	*Compliant*
Rule: 5180-37:05 Phone available	*Compliant*
Rule: 5180-37:05 Safe play space available	*Compliant*
Rule: 5180-37:05 Play space free of hazards	*Compliant*
Rule: 5180-37:05 Exclusive use of preschool space	*Compliant*
Rule: 5180-37:06 Safe and sanitary equipment and materials	*Compliant*
Rule: 5180-37:05 Square footage and maximum capacity	*Compliant*
Rule: 5180-37:05 Annual fire inspection	*Compliant*
Rule: 5180-37:05 Children supervised during travel times	*Compliant*
Rule: 5180-37:05 Public access areas	*Compliant*
Rule: 5180-37:05 Ratio maintained at all times	*Compliant*

Rule: 5180-37:05 Swimming and wading pools	*Compliant*
Rule: 5180-37:06 Electrical fans	*Compliant*
Rule: 5180-37:05 Electrical outlets	*Compliant*
Rule: 5180-37:05 Smoking prohibited	*Compliant*
Rule: 5180-37:06 Adequate first-aid supplies	*Compliant*
Rule: 5180-37:06 Materials selected independently	*Compliant*
Rule: 5180-37:06 Cleaning and sanitizing supplies	*Compliant*
Rule: 5180-37:05 Indoor space minimum requirements	*Compliant*
Rule: 5180-37:06 Space heaters	*Compliant*
Rule: 5180-37:06 Safe handling, storage, and disposal of bio-contaminants	*Compliant*
Rule: 5108-37:06 Furniture and equipment	*Compliant*
Rule: 5180-37:07 Governing body written policies	*Not Verified*
Rule: 5180-37:07 Program policies and procedures	*Not Verified*
Rule: 5180-37:07 Appropriate policies for children	*Not Verified*
Rule: 5180-37:07 Staff policies	*Not Verified*
Rule: 5180-37:07 Emergency numbers posting	*Compliant*
Rule: 5180-37:07 Developmentally appropriate program planning	*Not Verified*
Rule: 5180-37:07 Policies address children's cumulative records	*Not Verified*
Rule: 5180-37:07 Admission procedures	*Not Verified*

Rule: 5180-37:07 Health and safety procedures	*Not Verified*
Rule: 5180-37:07 Organized school health services	*Not Verified*
Rule: 5180-37:07 Emergency procedure postings and records	*Compliant*
Rule: 5180-37:07 Immunization records and emergency medical authorization requirements	*Not Verified*
Rule: 5180-37:07 Parent Roster	*Not Verified*
Rule: 5180-37:07 Behavior management/discipline policy requirements	*Not Verified*
Rule: 5180-37:07 Communicable Disease Policy requirements	*Not Verified*
Rule: 5180-37:07 Transportation and field trip policies	*Not Verified*
Rule: 5180-37:07 Unlimited parent access	*Not Verified*
Rule: 5180-37:07 Offsite swimming policy requirements	*Not Verified*
Rule: 5180-37:07 Parent Roster permission	*Compliant*
Rule: 5180-37:07 Safe sleep policy	*Not Verified*
Rule: 5180-37:07 Medical and dental emergency procedure posting	*Compliant*
Rule: 5180-37:07 Swimming policy	*Not Verified*
Rule: 5180-37-08 List of allergies and treatment	*Compliant*
Rule: 5180-37:07 First-aid Facilities and Materials	*Compliant*
Rule: 5180-37:07 Handwashing and disposable towels or air hand dryer available	*Compliant*
Rule: 5180-37-08 Family Educational Rights and Privacy Act	*Not Verified*

Rule: 5180-37:07 Supervising grounds, play areas, and other facilities	*Not Verified*
Rule: 5180-37:07 Written medication policy requirements	*Not Verified*
Rule: 5180-37:07 Written procedures for incident and injury reporting	*Not Verified*
Rule: 5180-37:07 Swimming permission	*Compliant*
Rule: 5180-37:07 Parent permission for topical products	*Not Verified*
Rule: 5180-37-08 Immunization records	*Compliant*
Rule: 5180-37-08 List of prescription or nonprescription medications, food supplements, modified diets, or fluoride supplements	*Compliant*
Rule: 5180-37-08 List of chronic physical problems and history of hospitalization	*Compliant*
Rule: 5180-37-08 List of child diseases	*Compliant*
Rule: 5180-37-08 Names and telephone numbers of physician and dentist	*Compliant*
Rule: 5180-37-08 Emergency medical and dental care transportation	*Compliant*
Rule: 5180-37-08 Daily attendance records	*Compliant*
Rule: 5180-37-08 Injury report	*Compliant*
Rule: 5180-37-08 McKinney-Vento Homeless Assistance Act	*Compliant*
Rule: 5180-37-08 Cumulative record requirements	*Compliant*
Rule: 5180-37-08 Child medical signed by licensed physician	*Compliant*
Rule: 5180-37-08 Medication authorization	*Compliant*
Rule: 5180-37:09 Food license	*Compliant*

Rule: 5180-37:09 Menus	*Compliant*
Rule: 5180-37:09 Choice of two required food groups for snack	*Compliant*
Rule: 5180-37:09 Modified diet accommodations	*Compliant*
Rule: 5180-37:09 Snack service time	*Compliant*
Rule: 5180-37:09 Nutritious snack choices provided to parents	*Compliant*
Rule: 5180-37:09 Screen time during meal or snack time	*Compliant*
Rule: 5180-37:09 Snack nutritional requirements	*Compliant*
Rule: 5180-37:09 Snacks and meals to children attending four or more hours	*Compliant*
Rule: 5180-37:09 Use of powdered milk	*Compliant*
Rule: 5180-37:11 Communicable disease chart posted	*Compliant*
Rule: 5180-37:10 Reporting abuse policy	*Not Verified*
Rule: 5180-37:11 Communicable disease policy: Training staff	*Not Verified*
Rule: 5180-37:10 Staff responsibility for discipline	*Not Verified*
Rule: 5180-37:11 Communicable Disease Policy: Exposure to a communicable disease	*Not Verified*
Rule: 5180-37:10 Discipline restrictions	*Not Verified*
Rule: 5180-37:11 Communicable Disease Policy: Readmitting an ill child	*Not Verified*
Rule: 5180-37:11 Communicable Disease Policy: Ill child isolation requirements	*Not Verified*
Rule: 5180-37:09 Policy regarding providing food when parent does not provide it	*Not Verified*

Rule: 5180-37:11 Communicable Disease Policy: Parent notification of illness	*Not Verified*
Rule: 5180-37:12 Soiled diapers storage/laundering	*Compliant*
Rule: 5180-37:10 Discipline policy ensures well being of individuals	*Not Verified*
Rule: 5180-37:10 Written discipline policy requirements	*Not Verified*
Rule: 5180-37:10 Staff receive discipline policy	*Not Verified*
Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge	*Not Verified*
Rule: 5180-37:10 Discipline policy/ behavior management communication and written consent to parent	*Not Verified*
Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation	*Not Verified*
Rule: 5180-37:11 Children observed for communicable disease upon	*Compliant*
Rule: 5180-37:11 Communicable Disease Policy: Mildly ill child	*Not Verified*
Rule: 5180-37:12 Diapering requirements	*Compliant*
Rule: 5180-37:12 Diaper storage	*Compliant*
Rule: 5180-37:08 Child medical statement	*Compliant*