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 Shelby Elementary School	Program Number 1000020966	Program Type Pre School
Address 109 W Smiley Ave Shelby OH 44875		County RICHLAND

Organization Name:	Org IRN:	Site IRN:
Shelby City	044776	008730

Inspection Information			
Inspection Type Annual	Inspection Scope Full	Inspection Method On-site Inspection	Inspection Notice Unannounced
Inspection Date 02/19/2026	Begin Time 8:55 AM	End Time 1:10 PM	Reviewer: STEPHANIE WALTERS

Summary of Findings			
No. Requirements Verified 178	No. Requirements with Non-compliances 3		No. Requirements Compliant 135
No. Serious Risk 0	No. Moderate Risk Findings 0	No. Other Non-compliance Findings 3	No. Technical Assistance Provided 0

Staff-Child Ratios at the Time of Inspection				
Group	**Age Group/Range**	**Ratio Observed**	**Compliance**	**Comment**
Room 128 AM/PM	4 years to < 5 years	2 to 12	In Compliance	12:40 (PM only)
Room 130 AM/PM	4 years to < 5 years	2 to 10	In Compliance	12:40 (PM only)
Room 135 AM/PM	4 years to < 5 years	2 to 7	In Compliance	12:40 (PM only)

Department of Children & Youth

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.

No moderate risk non-compliances were observed during this inspection

Other Non-Compliances

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

Domain: **02 Safe & Sanitary Environment**

Rule: 5180-37:05 Annual fire inspection

Requirement: This rule requires that the program provide written documentation of an annual fire inspection and approval of the facility. Annually means within twelve calendar months of the previous fire inspection.

Finding: During the inspection, documentation of a current fire inspection was not on file.

Corrective Action Plan Due: 03/25/2026

Domain: **08 Staff Files**

Rule: 5180-37:04 Substitute requirements

Requirement: This rule requires a substitute to have evidence of a signed medical statement.

Finding: During the inspection and review of staff files, a substitute did not have evidence of a signed medical statement on or before the first day of employment.

Domain: **08 Staff Files**

Rule: 5180-37:04 Orientation training

Requirement: This rule requires any individual who may have an assigned schedule with a preschool child (or group) or may be used to count in ratio is obligated to have an orientation training as prescribed by the department completed within thirty days of the individuals start date.

Finding: During the inspection and review of staff files, individuals used in ratio did not have documentation of the required orientation training prescribed by the department completed within thirty days of the start date.

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.

Ohio Department of Children & Youth

In Compliance/Not Verified/Previously Verified/Not Applicable

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
5180-37:03 Written philosophy and goals	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 Parent handbook	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:03 Developmental progress and parent teacher conferences	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 Medication was dispensed to the wrong child or the wrong dosage was administered	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:03 Written curriculum adopted and aligned	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37-02 Falsified information was submitted to the department	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 Program amendment submitted	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 Program failed to report suspected abuse, neglect, or endangerment	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 A child was left unattended inside or outside the facility	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 Swimming activity supervision/ratio/location violation	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 Written compliance report posted	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 Child is left unattended on a field trip or in a vehicle	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 Preschool application submission	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 OCLQS not maintained	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 Preschool information reported in Education Management Information System	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 Serious risk incident/injury reporting	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 Children are not protected from harm resulting in a serious incident or injury	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 The department was denied access to conduct a compliance review	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 Program used a prohibited disciplinary technique	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 Weapons or ammunition are on the premises without prior approval	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Program operation	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 Employee refused to be fingerprinted and remains employed or person remains employed when not eligible for employment	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:02 Substantiated public children's services agency finding of abuse or neglect	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Staff Non-Discrimination	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:03 Daily Schedule	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:03 Nap/Rest-Time Requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Director onsite fifty percent of operating hours	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Staff supervision	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Director qualifications	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Director responsibilities	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Administrator rules training	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Lead teacher assigned	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Public preschool general education teacher requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Special education teacher requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Nontax nonpublic preschool teacher requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Individuals used in ratio	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Annual in-service requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Staff minimum requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Non-guilty non-conviction statement	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Required background checks	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Staff Medical statement	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Staff with required health and safety trainings	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Background check updates	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Infant and non-ambulatory child approved rooms	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Second adult requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Staff/child ratio maintained at all times	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Licensed staff in-service requirement	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Ratio and Group size: General education or co-taught classroom	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Nap/rest time ratio requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable

5180-37:04 Preschool special education law requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Part-time staff in-service requirement	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Mixed age group size	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Substitute providing IEP services	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Ratio and Group size: Special education classroom	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Ratio and Group size: Integrated classroom	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Approved trainer requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Montessori maximum group size	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Intervention specialist caseload	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Preschool/school age mixed group	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Outdoor play space	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Center cleaning and sanitizing	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Phone available	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Safe play space available	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Play space free of hazards	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Exclusive use of preschool space	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:06 Safe and sanitary equipment and materials	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Square footage and maximum capacity	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Lifeguard or certified safety instructor	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Children supervised during travel times	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Public access areas	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Ratio maintained at all times	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Swimming and wading pools	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:06 Electrical fans	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Electrical outlets	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Room divided by barrier	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Smoking prohibited	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:06 Adequate first-aid supplies	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:06 Materials selected independently	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:06 Cleaning and sanitizing supplies	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Indoor space minimum requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:06 Potty chair requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Crib separated from play space	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:05 Infant and toddler space	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:06 Space heaters	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:06 Safe handling, storage, and disposal of bio-contaminants	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:06 Cot or Mat requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:06 Protective Mats	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5108-37:06 Furniture and equipment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5108-37:06 Crib mattress protection	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:06 Crib mattress space	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:06 Crib or cot assignment	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:06 Crib safety standards	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:06 Crib Spacing	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:06 Infant crib requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:06 Infant sleeping placement	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Governing body written policies	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Program policies and procedures	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Appropriate policies for children	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Staff policies	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Emergency numbers posting	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Developmentally appropriate program planning	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Policies address children's cumulative records	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Admission procedures	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Health and safety procedures	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Organized school health services	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Emergency procedure postings and records	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Immunization records and emergency medical authorization requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Parent Roster	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Behavior management/discipline policy requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Communicable Disease Policy requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Transportation and field trip policies	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Safe sleep placement	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Unlimited parent access	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Offsite swimming policy requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Parent Roster permission	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Safe sleep policy	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Staff ratio during swimming and water play activities	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Medical and dental emergency procedure posting	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Swimming policy	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37-08 List of allergies and treatment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:04 Fluoride supplements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 First-aid Facilities and Materials	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Handwashing and disposable towels or air hand dryer available	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37-08 Family Educational Rights and Privacy Act	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Supervising grounds, play areas, and other facilities	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Written medication policy requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Written procedures for incident and injury reporting	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Swimming permission	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:07 Parent permission for topical products	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37-08 Immunization records	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37-08 List of prescription or nonprescription medications, food supplements, modified diets, or fluoride supplements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37-08 List of chronic physical problems and history of hospitalization	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37-08 List of child diseases	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37-08 Names and telephone numbers of physician and dentist	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37-08 Emergency medical and dental care transportation	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37-08 Daily attendance records	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37-08 Injury report	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37-08 McKinney-Vento Homeless Assistance Act	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37-08 Cumulative record requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37-08 Child medical signed by licensed physician	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37-08 Medication authorization	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:09 Food license	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:09 Infant food or formula requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:09 Menus	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:09 Choice of two required food groups for snack	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:09 Modified diet accommodations	Compliant	

Rule	Status	Documenting Statement(s), If applicable

5180-37:09 Snack service time	Compliant

Rule	Status	Documenting Statement(s), If applicable
5180-37:09 Nutritious snack choices provided to parents	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:09 Screen time during meal or snack time	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:09 Snack nutritional requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:09 Snacks and meals to children attending four or more hours	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:09 Use of powdered milk	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:11 Communicable disease chart posted	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:09 infant Feeding Requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180-37:10 Reporting abuse policy	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:11 Communicable disease policy: Training staff	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:10 Staff responsibility for discipline	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:11 Communicable Disease Policy: Exposure to a communicable disease	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:10 Discipline restrictions	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:11 Communicable Disease Policy: Readmitting an ill child	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:11 Communicable Disease Policy: Ill child isolation requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:09 Policy regarding providing food when parent does not provide it	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:11 Communicable Disease Policy: Parent notification of illness	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:12 Soiled diapers storage/laundering	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:10 Discipline policy ensures well being of individuals	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:10 Written discipline policy requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:10 Staff receive discipline policy	Compliant	

Rule	Status	Documenting Statement(s), If applicable

5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge	Compliant

Rule	Status	Documenting Statement(s), If applicable
5180-37:10 Discipline policy/ behavior management communication and written consent to parent	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:11 Children observed for communicable disease upon	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:11 Communicable Disease Policy: Mildly ill child	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:12 Diapering requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:12 Diaper storage	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180-37:08 Child medical statement	Not Applicable	