Department of Children & Youth

Licensing Inspection Full Report

Program Details		
Program Type: Pre School	Program Name: Hartwell School	Program Number: 1250032112
Address: 8320 Vine St Cincinnati OH 45216		County: HAMILTON
Organization Name: Cincinnati Public Schools	Org IRN: 043752	Site IRN: 015529

Inspection Information		
Inspection Type Pre-license	Inspection Scope: Full	Inspection Notice: Announced
Visit Date: 08/04/2025	Begin Time: 2:00 PM	End Time: 3:15 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: 108	Number of Rules with Non-Compliances: 5	
Serious Risk Non-Compliances: 0	Moderate Risk Non-Compliances: 0	Low Risk Non-Compliances: 5

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

No Moderate Risk Non-Compliances were observed during this inspection

Low Risk Non-Compliances

Domain: **02 Safe & Sanitary Environment**

Rule: 5180-37:05 Electrical outlets

Code: This rule requires that electrical outlets are to be covered when not in use unless documentation is on file that the outlets are tamper resistant.

Findings: During the inspection, it was observed that electrical outlets are not covered when not in use and there was no documentation on file to indicate the outlets are tamper resistant.

Outlet were not covered in outlet boxes used near the television.

Corrective Action Plan Due: 09/05/2025

Domain: **02 Safe & Sanitary Environment**

Rule: 5180-37:06 Safe and sanitary equipment and materials

Code: This rule requires that furniture and equipment meet safety and sanitation requirements.

Findings: During the inspection, it was observed that furniture and equipment does not meet safety and sanitation requirements.

There is chipping paint in the classrooms and the restrooms that will be used by the children.

Corrective Action Plan Due: 09/05/2025

Domain: **03 Postings & Equipment**

Rule: 5180-37:07 Emergency procedure postings and records

Code: This rule requires posting procedures for emergency situations, including fire drills, rapid dismissals and tornado drills and keeping records of such drills or dismissals.

Findings: During the inspection, it was determined that policies did not require posting procedures for emergency situations.

Emergency procedures were not posted in all classrooms.

Corrective Action Plan Due: 09/05/2025

Domain: **03 Postings & Equipment**

Rule: 5180-37:07 Emergency numbers posting

Code: This rule requires posting emergency numbers by each telephone.

Findings: During the inspection, it was determined that emergency numbers were not posted by each telephone.

Corrective Action Plan Due: 09/05/2025

Domain: **06 Program Information**

Rule: 5180-37:03 Daily Schedule

Code: HB and O

Findings: During the inspection, it was determined that the daily schedule for each age group did not include a balance of both quiet and active play.

Daily schedules were not posted.

Corrective Action Plan Due: 09/05/2025

Rules in Compliance/Not Verified	
Rule: 5180-37:03 Written philosophy and goals	*Compliant*
Rule: 5180-37:03 Developmental progress and parent teacher conferences	*Not Verified*
Rule: 5180-37:02 Parent handbook	*Compliant*
Rule: 5180-37:04 Staff supervision	*Compliant*
Rule: 5180-37:02 Written compliance report posted	*Not Verified*

Rule: 5180-37:03 Nap/Rest-Time Requirements	*Not Verified*
Rule: 5180-37:04 Program operation	*Compliant*
Rule: 5180-37:04 Staff Non-Discrimination	*Compliant*
Rule: 5180-37:04 Director onsite fifty percent of operating hours	*Not Verified*
Rule: 5180-37:04 Lead teacher assigned	*Not Verified*
Rule: 5180-37:04 Director qualifications	*Not Verified*
Rule: 5180-37:04 Director responsibilities	*Not Verified*
Rule: 5180-37:04 Administrator rules training	*Not Verified*
Rule: 5180-37:04 Public preschool general education teacher requirements	*Not Verified*
Rule: 5180-37:04 Special education teacher requirements	*Not Verified*
Rule: 5180-37:04 Nontax nonpublic preschool teacher requirements	*Not Verified*
Rule: 5180-37:04 Individuals used in ratio	*Not Verified*
Rule: 5180-37:04 Staff minimum requirements	*Not Verified*
Rule: 5180-37:04 Orientation training	*Not Verified*
Rule: 5180-37:04 Non-guilty non-conviction statement	*Not Verified*
Rule: 5180-37:04 Staff Medical statement	*Not Verified*
Rule: 5180-37:04 Required background checks	*Not Verified*
Rule: 5180-37:04 Annual in-service requirements	*Not Verified*
Rule: 5180-37:04 Staff with required health and safety trainings	*Not Verified*

Rule: 5180-37:04 Substitute requirements	*Not Verified*
Rule: 5180-37:04 Background check updates	*Not Verified*
Rule: 5180-37:04 Second adult requirements	*Not Verified*
Rule: 5180-37:04 Ratio and Group size: General education or co-taught classroom	*Not Verified*
Rule: 5180-37:04 Intervention specialist caseload	*Not Verified*
Rule: 5180-37:04 Approved trainer requirements	*Not Verified*
Rule: 5180-37:04 Ratio and Group size: Special education classroom	*Not Verified*
Rule: 5180-37:04 Ratio and Group size: Integrated classroom	*Not Verified*
Rule: 5180-37:04 Mixed age group size	*Not Verified*
Rule: 5180-37:04 Nap/rest time ratio requirements	*Not Verified*
Rule: 5180-37:04 Preschool/school age mixed group	*Not Verified*
Rule: 5180-37:04 Staff/child ratio maintained at all times	*Not Verified*
Rule: 5180-37:04 Substitute providing IEP services	*Not Verified*
Rule: 5180-37:04 Part-time staff in-service requirement	*Not Verified*
Rule: 5180-37:04 Licensed staff in-service requirement	*Not Verified*
Rule: 5180-37:04 Montessori maximum group size	*Not Verified*
Rule: 5180-37:04 Preschool special education law requirements	*Not Verified*
Rule: 5180-37:05 Annual fire inspection	*Compliant*
Rule: 5180-37:05 Ratio maintained at all times	*Not Verified*

Rule: 5180-37:05 Exclusive use of preschool space	*Compliant*
Rule: 5180-37:05 Center cleaning and sanitizing	*Compliant*
Rule: 5180-37:05 Safe play space available	*Compliant*
Rule: 5180-37:05 Play space free of hazards	*Compliant*
Rule: 5180-37:05 Outdoor play space	*Compliant*
Rule: 5180-37:05 Phone available	*Compliant*
Rule: 5180-37:05 Square footage and maximum capacity	*Compliant*
Rule: 5180-37:05 Lifeguard or certified safety instructor	*Not Verified*
Rule: 5180-37:05 Children supervised during travel times	*Not Verified*
Rule: 5180-37:05 Indoor space minimum requirements	*Compliant*
Rule: 5180-37:05 Smoking prohibited	*Compliant*
Rule: 5180-37:06 Cleaning and sanitizing supplies	*Compliant*
Rule: 5180-37:05 Infant and non-ambulatory child approved rooms	*Compliant*
Rule: 5180-37:05 Public access areas	*Compliant*
Rule: 5180-37:06 Safe handling, storage, and disposal of bio-contaminants	*Compliant*
Rule: 5180-37:06 Materials selected independently	*Not Verified*
Rule: 5180-37:06 Adequate first-aid supplies	*Compliant*
Rule: 5180-37:06 Cot or Mat requirements	*Compliant*
Rule: 5180-37:06 Protective Mats	*Compliant*

Rule: 5180-37:06 Potty chair requirements	*Not Verified*
Rule: 5108-37:06 Furniture and equipment	*Compliant*
Rule: 5180-37:07 Governing body written policies	*Compliant*
Rule: 5180-37:06 Crib or cot assignment	*Compliant*
Rule: 5180-37:07 Appropriate policies for children	*Compliant*
Rule: 5180-37:07 Program policies and procedures	*Compliant*
Rule: 5180-37:07 Staff policies	*Compliant*
Rule: 5180-37:07 Health and safety procedures	*Compliant*
Rule: 5180-37:07 Parent Roster permission	*Not Verified*
Rule: 5180-37:07 Policies address children's cumulative records	*Compliant*
Rule: 5180-37:07 Developmentally appropriate program planning	*Compliant*
Rule: 5180-37:07 Organized school health services	*Compliant*
Rule: 5180-37:07 Immunization records and emergency medical authorization requirements	*Compliant*
Rule: 5180-37:07 Admission procedures	*Compliant*
Rule: 5180-37:07 Parent Roster	*Compliant*
Rule: 5180-37:07 Behavior management/discipline policy requirements	*Compliant*
Rule: 5180-37:07 Communicable Disease Policy requirements	*Compliant*
Rule: 5180-37:07 Unlimited parent access	*Compliant*

Rule: 5180-37:07 Medical and dental emergency procedure posting	*Compliant*
Rule: 5180-37:07 First-aid Facilities and Materials	*Not Verified*
Rule: 5180-37:07 Supervising grounds, play areas, and other facilities	*Compliant*
Rule: 5180-37:04 Fluoride supplements	*Not Verified*
Rule: 5180-37:07 Handwashing and disposable towels or air hand dryer available	*Compliant*
Rule: 5180-37:07 Written medication policy requirements	*Compliant*
Rule: 5180-37:07 Written procedures for incident and injury reporting	*Compliant*
Rule: 5180-37:07 Swimming permission	*Not Verified*
Rule: 5180-37:07 Parent permission for topical products	*Compliant*
Rule: 5180-37-08 List of chronic physical problems and history of hospitalization	*Not Verified*
Rule: 5180-37-08 List of allergies and treatment	*Not Verified*
Rule: 5180-37-08 Immunization records	*Not Verified*
Rule: 5180-37-08 List of prescription or nonprescription medications, food supplements, modified diets, or fluoride supplements	*Not Verified*
Rule: 5180-37-08 List of child diseases	*Not Verified*
Rule: 5180-37-08 Names and telephone numbers of physician and dentist	*Not Verified*
Rule: 5180-37-08 Emergency medical and dental care transportation	*Not Verified*
Rule: 5180-37-08 Daily attendance records	*Not Verified*
Rule: 5180-37-08 Injury report	*Not Verified*

Rule: 5180-37-08 Family Educational Rights and Privacy Act	*Compliant*
Rule: 5180-37-08 McKinney-Vento Homeless Assistance Act	*Not Verified*
Rule: 5180-37-08 Cumulative record requirements	*Not Verified*
Rule: 5180-37-08 Child medical signed by licensed physician	*Not Verified*
Rule: 5180-37-08 Medication authorization	*Not Verified*
Rule: 5180-37:09 Food license	*Compliant*
Rule: 5180-37:09 Snacks and meals to children attending four or more hours	*Not Verified*
Rule: 5180-37:09 Snack nutritional requirements	*Not Verified*
Rule: 5180-37:09 Menus	*Not Verified*
Rule: 5180-37:09 Choice of two required food groups for snack	*Not Verified*
Rule: 5180-37:09 Modified diet accommodations	*Not Verified*
Rule: 5180-37:09 Nutritious snack choices provided to parents	*Not Verified*
Rule: 5180-37:09 Screen time during meal or snack time	*Not Verified*
Rule: 5180-37:09 Snack service time	*Not Verified*
Rule: 5180-37:11 Communicable Disease Policy: Readmitting an ill child	*Compliant*
Rule: 5180-37:12 Soiled diapers storage/laundering	*Not Verified*
Rule: 5180-37:10 Discipline policy ensures well being of individuals	*Compliant*
Rule: 5180-37:10 Discipline restrictions	*Compliant*
Rule: 5180-37:10 Staff responsibility for discipline	*Compliant*

Rule: 5180-37:11 Communicable Disease Policy: Ill child isolation requirements	*Compliant*
Rule: 5180-37:10 Written discipline policy requirements	*Compliant*
Rule: 5180-37:10 Discipline policy/ behavior management communication and written consent to parent	*Compliant*
Rule: 5180-37:11 Communicable disease policy: Training staff	*Compliant*
Rule: 5180-37:09 Policy regarding providing food when parent does not provide it	*Compliant*
Rule: 5180-37:11 Communicable Disease Policy: Parent notification of illness	*Compliant*
Rule: 5180-37:10 Reporting abuse policy	*Compliant*
Rule: 5180-37:11 Communicable Disease Policy: Mildly ill child	*Compliant*
Rule: 5180-37:10 Staff receive discipline policy	*Compliant*
Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge	*Compliant*
Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation	*Compliant*
Rule: 5180-37:11 Communicable disease chart posted	*Compliant*
Rule: 5180-37:11 Communicable Disease Policy: Exposure to a communicable disease	*Compliant*
Rule: 5180-37:11 Children observed for communicable disease upon	*Not Verified*
Rule: 5180-37:12 Diapering requirements	*Not Verified*
Rule: 5180-37:08 Child medical statement	*Not Verified*