



| Program Details   |   |                               |
|---|---|-------------------------------|
| Program Type:<br>Pre School                                 | Program Name:<br>Bright Elementary School | Program Number:<br>1000019685 |
| Address:<br>6100 Fair Ridge Rd<br><br>Hillsboro<br>OH 45133 |   | County:<br>HIGHLAND           |
| Organization Name:<br>Bright Local                          | Org IRN:<br>047613                        | Site IRN:<br>139477           |

| Inspection Information    |                           |                                   |
|---------------------------|---------------------------|-----------------------------------|
| Inspection Type<br>Annual | Inspection Scope:<br>Full | Inspection Notice:<br>Unannounced |
| Visit Date:<br>09/16/2021 | Begin Time:<br>10:15 AM   | End Time:<br>12:25 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: 165   | Number of Rules with Non-Compliances: 5 |                             |
| Serious Risk Non-Compliances: 0 | Moderate Risk Non-Compliances: 2        | Low Risk Non-Compliances: 3 |

| Summary of Non-Compliances  |
|---|
| Program Fully Compliant? No   |
| Serious Risk Non-Compliances  |
| <b>No Serious Risk Non-Compliances were observed during this inspection</b> |
| Moderate Risk Non-Compliances   |



## Domain: 01 Ratio & Supervision

Rule: 3301-37:04 Preschool special education law requirements

Code: This rule requires a preschool special education program to meet the child/staff ratio requirements of section 3323.022 of the Revised Code and rule 3301-51-11 of the Administrative Code.

Findings: During the inspection, the preschool special education program did not meet requirements of section 3323.022 of the Revised Code and rule 3301-51-11 of the Administrative Code. Room 218 identified as PSE with M/W 10 typicals and 6 students with disabilities and T/Th 11 peers and 5 students with disabilities.

Corrective Action Plan Due: 12/16/2021

## Domain: 04 Indoor/Outdoor Space

Rule: 3301-37:05 Play space free of hazards

Code: This rule requires that the play space, including both indoor and outdoor play space, shall be free of hazards such as, but not limited to, chipped and peeling paint containing lead, mold, peeling plaster, holes in the walls, broken glass, potholes, garbage, flammable materials and other debris. Equipment and furniture must be without sharp corners, splinters, or loose and/or peeling paint containing lead. Corrective action will be issued for any loose and/or peeling paint that may contain lead.

Findings: During the inspection, it was observed that the outdoor play space was not free of hazards.

Corrective Action Plan Due: 12/16/2021

### Low Risk Non-Compliances

## Domain: 09 Children's Files

Rule: 3301-37-08 Emergency medical and dental care transportation

Code: This rule requires that the program secure and have on file all required information no later than the first day of attendance unless otherwise required. The health record of each child shall include but not be limited to the permission of parent for emergency medical and dental care and transportation as required by section 3313.712 of the Revised Code.

Findings: During the inspection, and a review of children(s) files, it was determined that the health record of each child did not include permission of parent for emergency medical and dental care and transportation.

Corrective Action Plan Due: 12/16/2021

## Domain: 09 Children's Files

Rule: 3301-37-08 Medication authorization

Code: This rule requires that the program secure and have on file all required information no later than the first day of attendance unless otherwise required. The health record of each child shall include but not be limited to the



physician's or dentist's authorization and written instructions to administer prescription medication, medical food, modified diet, or fluoride supplement to a child enrolled in the program.

Findings: During the inspection, and a review of some children's files, the health record of each child did not include physician's or dentist's medication authorization and written instructions for over the counter medication.

Corrective Action Plan Due: 12/16/2021

**Domain: 09 Children's Files**

Rule: 3301-37-08 Cumulative record requirements

Code: This rule requires that the program secure and have on file all required information no later than the first day of attendance unless otherwise required. The cumulative record of each child shall include but not be limited to the parent authorization for transportation related to the program.

Findings: During the inspection, and a review of children(s) files, it was determined that the cumulative record of each child did not include parent authorization for transportation related to the program.

Corrective Action Plan Due: 12/16/2021

| Rules in Compliance/Not Verified   |                  |
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| <b>Rule: 3301-37:06 Electrical fans</b>                                  | <i>Compliant</i> |
| <b>Rule: 3301-37:02 Written compliance report posted</b>                 | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Orientation training</b>                             | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Non-guilty non-conviction statement</b>              | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Required background checks</b>                       | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Staff Medical statement</b>                          | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Staff Non-Discrimination</b>                         | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Director onsite fifty percent of operating hours</b> | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Program operation</b>                                | <i>Compliant</i> |



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| <b>Rule: 3301-37:04 Staff supervision</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Annual in-service requirements</b>                                 | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Staff with required health and safety trainings</b>                | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Substitute requirements</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Director qualifications</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Director responsibilities</b>                                      | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Administrator rules training</b>                                   | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Lead teacher assigned</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Public preschool general education teacher requirements</b>        | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Special education teacher requirements</b>                         | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Nontax nonpublic preschool teacher requirements</b>                | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Individuals used in ratio</b>                                      | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Staff minimum requirements</b>                                     | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Background check updates</b>                                       | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Staff/child ratio maintained at all times</b>                      | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Ratio and Group size: General education or co-taught classroom</b> | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Ratio and Group size: Integrated classroom</b>                     | <i>Compliant</i> |



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| <b>Rule: 3301-37:04 Intervention specialist caseload</b>                         | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Second adult requirements</b>                                | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Ratio and Group size: Special education classroom</b>        | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Mixed age group size</b>                                     | <i>Compliant</i> |
| <b>Rule: 3301-37:05 Outdoor play space</b>                                       | <i>Compliant</i> |
| <b>Rule: 3301-37:06 Space heaters</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37:06 Cleaning and sanitizing supplies</b>                         | <i>Compliant</i> |
| <b>Rule: 3301-37:06 Safe handling, storage, and disposal of bio-contaminants</b> | <i>Compliant</i> |
| <b>Rule: 3301-37:06 Materials selected independently</b>                         | <i>Compliant</i> |
| <b>Rule: 3301-37:06 Adequate first-aid supplies</b>                              | <i>Compliant</i> |
| <b>Rule: 3301-37:06 Cot or Mat requirements</b>                                  | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Governing body written policies</b>                          | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Program policies and procedures</b>                          | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Appropriate policies for children</b>                        | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Staff policies</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Policies address children's cumulative records</b>           | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Developmentally appropriate program planning</b>             | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Health and safety procedures</b>                             | <i>Compliant</i> |



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| <b>Rule: 3301-37:07 Organized school health services</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Emergency procedure postings and records</b>                                     | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Immunization records and emergency medical authorization requirements</b>        | <i>Compliant</i> |
| <b>Rule: 3301-37-08 List of allergies and treatment</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37:11 Communicable Disease Policy: Parent notification of illness</b>                  | <i>Compliant</i> |
| <b>Rule: 3301-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge</b> | <i>Compliant</i> |
| <b>Rule: 3301-37:11 Communicable disease chart posted</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37:11 Communicable Disease Policy: Ill child isolation requirements</b>                | <i>Compliant</i> |
| <b>Rule: 3301-37:11 Communicable Disease Policy: Symptoms of illness for isolation</b>               | <i>Compliant</i> |
| <b>Rule: 3301-37:11 Communicable Disease Policy: Readmitting an ill child</b>                        | <i>Compliant</i> |
| <b>Rule: 3301-37:11 Communicable Disease Policy: Mildly ill child</b>                                | <i>Compliant</i> |
| <b>Rule: 3301-37:11 Communicable Disease Policy: Exposure to a communicable disease</b>              | <i>Compliant</i> |
| <b>Rule: 3301-37:12 Diapering requirements</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37:12 Diaper storage</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37:12 Soiled diapers storage/laundrying</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37:11 Communicable disease policy: Training staff</b>                                  | <i>Compliant</i> |
| <b>Rule: 3301-37:05 Safe play space available</b>  | <i>Compliant</i> |



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| <b>Rule: 3301-37:10 Discipline restrictions</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37:10 Reporting abuse policy</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37:10 Discipline policy/ behavior management communication and written consent to parent</b>                             | <i>Compliant</i> |
| <b>Rule: 3301-37:10 Staff receive discipline policy</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Admission procedures</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Parent Roster</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Behavior management/discipline policy requirements</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Communicable Disease Policy requirements</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Transportation and field trip policies</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37-08 Immunization records</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Unlimited parent access</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37-08 List of prescription or nonprescription medications, food supplements, modified diets, or fluoride supplements</b> | <i>Compliant</i> |
| <b>Rule: 3301-37-08 List of chronic physical problems and history of hospitalization</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37-08 List of child diseases</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37-08 Names and telephone numbers of physician and dentist</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37-08 Daily attendance records</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37-08 Injury report</b>  | <i>Compliant</i> |



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| <b>Rule: 3301-37-08 Family Educational Rights and Privacy Act</b>           | <i>Compliant</i> |
| <b>Rule: 3301-37-08 McKinney-Vento Homeless Assistance Act</b>              | <i>Compliant</i> |
| <b>Rule: 3301-37:09 Food license</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Parent Roster permission</b>                            | <i>Compliant</i> |
| <b>Rule: 3301-37:10 Staff responsibility for discipline</b>                 | <i>Compliant</i> |
| <b>Rule: 3301-37:10 Written discipline policy requirements</b>              | <i>Compliant</i> |
| <b>Rule: 3301-37:09 Menus</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37:10 Discipline policy ensures well being of individuals</b> | <i>Compliant</i> |
| <b>Rule: 3301-37:05 Children supervised during travel times</b>             | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Nap/rest time ratio requirements</b>                    | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Preschool/school age mixed group</b>                    | <i>Compliant</i> |
| <b>Rule: 3301-37:05 Ratio maintained at all times</b>                       | <i>Compliant</i> |
| <b>Rule: 3301-37:05 Annual fire inspection</b>                              | <i>Compliant</i> |
| <b>Rule: 3301-37:05 Center cleaning and sanitizing</b>                      | <i>Compliant</i> |
| <b>Rule: 3301-37:05 Electrical outlets</b>                                  | <i>Compliant</i> |
| <b>Rule: 3301-37:05 Phone available</b>                                     | <i>Compliant</i> |
| <b>Rule: 3301-37:05 Smoking prohibited</b>                                  | <i>Compliant</i> |
| <b>Rule: 3301-37:06 Safe and sanitary equipment and materials</b>           | <i>Compliant</i> |





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| <b>Rule: 3301-37:06 Protective Mats</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37:06 Potty chair requirements</b>                                      | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Emergency numbers posting</b>                                     | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Medical and dental emergency procedure posting</b>                | <i>Compliant</i> |
| <b>Rule: 3301-37:05 Room divided by barrier</b>                                       | <i>Compliant</i> |
| <b>Rule: 3301-37:05 Square footage and maximum capacity</b>                           | <i>Compliant</i> |
| <b>Rule: 3301-37:05 Exclusive use of preschool space</b>                              | <i>Compliant</i> |
| <b>Rule: 3301-37:05 Indoor space minimum requirements</b>                             | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Fluoride supplements</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Handwashing and disposable towels or air hand dryer available</b> | <i>Compliant</i> |
| <b>Rule: 3301-37:09 Choice of two required food groups for snack</b>                  | <i>Compliant</i> |
| <b>Rule: 3301-37:09 Modified diet accommodations</b>                                  | <i>Compliant</i> |
| <b>Rule: 3301-37:09 Nutritious snack choices provided to parents</b>                  | <i>Compliant</i> |
| <b>Rule: 3301-37:09 Screen time during meal or snack time</b>                         | <i>Compliant</i> |
| <b>Rule: 3301-37:09 Snack nutritional requirements</b>                                | <i>Compliant</i> |
| <b>Rule: 3301-37:09 Snack service time</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37:09 Snacks and meals to children attending four or more hours</b>     | <i>Compliant</i> |



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| <b>Rule: 3301-37:09 Use of powdered milk</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37:03 Daily Schedule</b>  | <i>Compliant</i> |
| <b>Rule: 3301-37:03 Nap/Rest-Time Requirements</b>                                      | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Licensed staff in-service requirement</b>                           | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Part-time staff in-service requirement</b>                          | <i>Compliant</i> |
| <b>Rule: 3301-37:04 Substitute providing IEP services</b>                               | <i>Compliant</i> |
| <b>Rule: 3301-37:11 Children observed for communicable disease upon</b>                 | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Written medication policy requirements</b>                          | <i>Compliant</i> |
| <b>Rule: 3301-37:07 Written procedures for incident and injury reporting</b>            | <i>Compliant</i> |
| <b>Rule: 3301-37:09 Policy regarding providing food when parent does not provide it</b> | <i>Compliant</i> |
| <b>Rule: 3301-37:08 Child medical statement</b>   | <i>Compliant</i> |
| <b>Rule: 3301-37:03 Developmental progress and parent teacher conferences</b>           | <i>Compliant</i> |
| <b>Rule: 3301-37:03 Parent handbook</b>   | <i>Compliant</i> |