



## Licensing Inspection Full Report

Program Details		
Program Type: Pre School	Program Name: St Thomas More	Program Number: 1000019961
Address: 4180 N Amber Dr  Brooklyn OH 44144		County: CUYAHOGA
Organization Name: Cleveland Catholic Diocese	Org IRN: 052522	Site IRN: 056424

Inspection Information		
Inspection Type Annual	Inspection Scope: Full	Inspection Notice: Unannounced
Visit Date: 01/31/2022	Begin Time: 10:30 AM	End Time: 12:30 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: 176	Number of Rules with Non-Compliances: 3	
Serious Risk Non-Compliances: 0	Moderate Risk Non-Compliances: 0	Low Risk Non-Compliances: 3

Summary of Non-Compliances	
Program Fully Compliant? No	
Serious Risk Non-Compliances	
No Serious Risk Non-Compliances were observed during this inspection	
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 Orientation training

Code: 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.

Findings: 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.

**Domain: 08 Staff Files**

Rule: 3301-37:04 Individuals used in ratio

Code: This rule requires any individual who may have an assigned schedule with a preschool child (or group) or may be used to count in the ratio is obligated to have required documentation on file.

Findings: During the inspection and a review of staff files, individuals used in ratio did not have documentation to meet requirements. The nurse was used in ratio for a child who was ill. A full staff file is required.

**Domain: 10 Written Policies & Procedures**

Rule: 3301-37:10 Discipline restrictions

Code: This rule requires the discipline policy to include the following restriction: Discipline shall not be imposed on a child for failure to eat, failure to sleep, or for toileting accidents.

Findings: During the inspection review, discipline restrictions were missing from the policy. Discipline shall not be imposed on a child for failure to eat, sleep, or for toileting accidents was missing from the policy. Also, the methods of discipline apply to all persons on the premises was also missing.



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Rules in Compliance/Not Verified	
Rule: 3301-37:02 Written compliance report posted	Compliant
Rule: 3301-37:04 Non-guilty non-conviction statement	Compliant
Rule: 3301-37:04 Required background checks	Compliant
Rule: 3301-37:04 Staff Medical statement	Compliant
Rule: 3301-37:04 Staff Non-Discrimination	Compliant
Rule: 3301-37:04 Director onsite fifty percent of operating hours	Compliant
Rule: 3301-37:04 Program operation	Compliant
Rule: 3301-37:04 Staff supervision	Compliant
Rule: 3301-37:04 Annual in-service requirements	Compliant
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	Compliant
Rule: 3301-37:04 Lead teacher assigned	Compliant
Rule: 3301-37:04 Nontax nonpublic preschool teacher requirements	Compliant
Rule: 3301-37:04 Staff minimum requirements	Compliant
Rule: 3301-37:04 Background check updates	Compliant



<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 Second adult requirements</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 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>



<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: 3301-37:11 Communicable disease policy: Training staff</b>	<i>Compliant</i>
<b>Rule: 3301-37:05 Safe play space available</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>



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<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 Emergency medical and dental care transportation</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>
<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: 3301-37:05 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>
<b>Rule: 3301-37:06 Protective Mats</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 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: 3301-37:07 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>
<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: 3301-37:11 Children observed for communicable disease upon</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Supervising grounds, play areas, and other facilities</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Written medication policy requirements</b>	<i>Compliant</i>





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<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: 3301-37-08 Cumulative record requirements</b>	<i>Compliant</i>
<b>Rule: 3301-37-08 Medication authorization</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>
<b>Rule: 3301-37:03 Written curriculum adopted and aligned</b>	<i>Compliant</i>
<b>Rule: 3301-37:06 Furniture and equipment</b>	<i>Compliant</i>
<b>Rule: 3301-37:05 Public access areas</b>	<i>Compliant</i>
<b>Rule: 3301-37:04 Approved trainer requirements</b>	<i>Compliant</i>
<b>Rule: 3301-37-08 Child medical signed by licensed physician</b>	<i>Compliant</i>
<b>Rule: 3301-37:03 Written philosophy and goals</b>	<i>Compliant</i>
<b>Rule: 3301-37:07 Parent permission for topical products</b>	<i>Compliant</i>