



**Program Details**

Program Type: School Age Child Care	Program Name: Worley Elementary School	Program Number: 1000020742
Address: 1340 23rd St NW  Canton OH 44709		County: STARK
Organization Name: Canton City	Org IRN: 043711	Site IRN: 042259

**Inspection Information**

Inspection Type Annual	Inspection Scope: Full	Inspection Notice: Unannounced
Visit Date: 01/29/2019	Begin Time: 4:00 PM	End Time: 7:00 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: 145	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**

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



## Moderate Risk Non-Compliances

**No Moderate Risk Non-Compliances were observed during this inspection**

## Low Risk Non-Compliances

### Domain: 02 Safe & Sanitary Environment

Rule: 3301-32:04 Annual fire inspection

Code: This rule requires a annual fire inspection.

Findings: On the day of the inspection the program did not have a current annual fire inspection available for review.

Corrective Action Plan Due: 03/08/2019

### Domain: 08 Staff Files

Rule: 3301-32:03 Staff First Aid, CPR, Child Abuse and Communicable Disease Training Certification

Code: This rule requires a staff member with current valid management of communicable disease certification to be present at all times when children are in attendance.

Findings: On the day of the inspection no staff member with current valid management of communicable disease certification was on site during the time children where in attendance.

Corrective Action Plan Due: 03/08/2019

### Domain: 10 Written Policies & Procedures

Rule: 3301-32:08 Reasons To Isolate And Discharge Child At Some Point During The Day

Code: This rule requires that a child with unusual spots or rashes, sore throat or difficulty swallowing, elevated temperature, vomiting or evidence of lice, scabies, or other parasitic infestation be immediately isolated from other children. Decisions regarding discharging the child immediately or at some other time during the day is determined by the director and the parent or guardian. The child, while isolated is watched for other communicable symptoms.

Findings: During the inspection and a review of handbook does not include elevated temperature, lice, sore throat, usual spots and rashes and vomiting.

Corrective Action Plan Due: 03/08/2019



### Domain: 10 Written Policies & Procedures

Rule: 3301-32:08 Symptoms Of Illness

Code: This rule requires a child with conjunctivitis to be isolated immediately and discharge to the parent.

Findings: During the inspection and a review of handbook did not include all of this rule (10 items)

Corrective Action Plan Due: 03/08/2019

### Domain: 10 Written Policies & Procedures

Rule: 3301-32:09 Discipline Restrictions

Code: This rule requires the child to be within sight and hearing of a school child care staff and to be in a safe, lighted, and well-ventilated space.

Findings: The program's handbook does not include the discipline items listed with this rule (10 items).

Corrective Action Plan Due: 03/08/2019

### Rules in Compliance/Not Verified

<b>Rule: 3301-32:02 Program Assistant Qualifications</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Staff In-Service Documentation Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Staff In-Service Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Unqualified Trainer Restrictions</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Updating First Aid, CPR, Child Abuse Recognition and Communicable Disease Training</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Approved Trainer Qualifications</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Use Of Non Qualified staff Members and Expectations</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Staff In-Service Training Areas</b>	<i>Compliant</i>



<b>Rule: 3301-32:02 Staff In-Service Requirements: Associate Degree Or Higher</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Excluding Ill Children And Reporting Communicable Diseases</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Volunteer Used As Staff</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Staff In-Service Training Sources</b>	<i>Compliant</i>
<b>Rule: 3301-32:03 Supervision Plan: Children Running Errands</b>	<i>Compliant</i>
<b>Rule: 3301-32:03 Supervision Plan: Children Within Sight/Hearing Of Staff</b>	<i>Compliant</i>
<b>Rule: 3301-32:03 Supervision Plan: Summoning Another Adult When Children Are Outdoors</b>	<i>Compliant</i>
<b>Rule: 3301-32:03 Supervision Plan: Child Leaves Program For Activities</b>	<i>Compliant</i>
<b>Rule: 3301-32:03 Accessibility of staff</b>	<i>Compliant</i>
<b>Rule: 3301-32:03 Staff/Child Ratios Based Upon Age Of Children</b>	<i>Compliant</i>
<b>Rule: 3301-32:03 Maximum Group Size</b>	<i>Compliant</i>
<b>Rule: 3301-32:03 Staff/Child Ratios</b>	<i>Compliant</i>
<b>Rule: 3301-32:03 Staff Meeting Requirements Counted In Ratio</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Furniture, Equipment And Supplies Appropriate For Children</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Condition Of Furniture And Equipment</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Space Cleaned Daily</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Space Maintained</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Use of cleaning supplies by children</b>	<i>Compliant</i>



<b>Rule: 3301-32:06 Emergency Plan</b>	<i>Compliant</i>
<b>Rule: 3301-32:06 Emergency Drill practice</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Emergency Phone Numbers</b>	<i>Compliant</i>
<b>Rule: 3301-32:05 Ombudsman Information</b>	<i>Compliant</i>
<b>Rule: 3301-32:08 Communicable Disease Chart</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 License, Compliance Report, and Corrective Action Plan</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Meal And Snack Menu</b>	<i>Compliant</i>
<b>Rule: 3301-32:04: Equipment And Materials Promote Large Muscle Development</b>	<i>Compliant</i>
<b>Rule: 3301-32:05 Developmentally Appropriate Equipment And Materials</b>	<i>Compliant</i>
<b>Rule: 3301-32:05 Equipment And Materials Support Program Plans</b>	<i>Compliant</i>
<b>Rule: 3301-32-04 Indoor Primary Space</b>	<i>Compliant</i>
<b>Rule: 3301-32-04 Outdoor Play Space</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Storing Children's Belongings</b>	<i>Compliant</i>
<b>Rule: 3301-32:06 First Aid Supplies</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Snack Policies And Procedures</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Meal Policies And Procedures</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Snack And Meal Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Provisions For Children Without A Snack/Meal</b>	<i>Compliant</i>



<b>Rule: 3301-32:04 Phone Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Special Dietary Needs</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Staff Awareness Of Child Allergies</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Safe Drinking Water</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Nutritious Snack Choices Provided</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Access To Toilets, Sinks and Drinking Water</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Parent Handbook</b>	<i>Compliant</i>
<b>Rule: 3301-32:03 Staff Responsible For Continuity Of Care</b>	<i>Compliant</i>
<b>Rule: 3301-32:05 Written Philosophy, Goals, Objectives, And Daily Plans</b>	<i>Compliant</i>
<b>Rule: 3301-32:05 Curriculum</b>	<i>Compliant</i>
<b>Rule: 3301-32:05 Curriculum Addresses Needs Of Children</b>	<i>Compliant</i>
<b>Rule: 3301-32:05 Curriculum Adapted For Children With Disabilities</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Attendance Records</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Criminal Background Check Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Non-guilty / Non-conviction Statement</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Staff Medical Statements</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Staff Medical Statement Policy Updates</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Absences, No Shows and Missing Persons</b>	<i>Compliant</i>



<b>Rule: 3301-32:10 Accident Records</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Child Abuse And Neglect Reporting</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Child Data Privacy</b>	<i>Compliant</i>
<b>Rule: 3301-32:05 Communication</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Continuity Of Care</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Emergency Procedures</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Food Procedures</b>	<i>Compliant</i>
<b>Rule: 3301-32:06 Health And Safety Policies</b>	<i>Compliant</i>
<b>Rule: 3301-32:08 Ill Child</b>	<i>Compliant</i>
<b>Rule: 3301-32:08 Parent Notified Of Child's Illness</b>	<i>Compliant</i>
<b>Rule: 3301-32:08 Management of Communicable Disease Policy</b>	<i>Compliant</i>
<b>Rule: 3301-32:08 Means of Training Staff</b>	<i>Compliant</i>
<b>Rule: 3301-32:08 Isolating Ill Child</b>	<i>Compliant</i>
<b>Rule: 3301-32:08 Caring For A Mildly Ill Child Procedures</b>	<i>Compliant</i>
<b>Rule: 3301-32:08 Diagnosed Communicable Disease Notification</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Medication Administration Policy: Staff Training</b>	<i>Compliant</i>
<b>Rule: 3301-32:06 Medication Administration</b>	<i>Compliant</i>
<b>Rule: 3301-32:06 Medication Administration Policy Requirements</b>	<i>Compliant</i>



<b>Rule: 3301-32:06 Medication Administration: First Dose</b>	<i>Compliant</i>
<b>Rule: 3301-32:06 Nondiscrimination Policy</b>	<i>Compliant</i>
<b>Rule: 3301-32:05 Parent Communication And Involvement Policies</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Staff/Parent Communication Regarding Program</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Parent Participation Regarding Program Design And Evaluation</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Personnel Polices</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Personnel Polices Available</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Philosophy And Goals</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Program Coordinator Policy Responsibilities</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Release Of Children To Authorized Individuals</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Transportation Policies</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Transportation Policies For Field Trips</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Volunteer Policies</b>	<i>Compliant</i>
<b>Rule: 3301-32:09 Written Discipline Policy</b>	<i>Compliant</i>
<b>Rule: 3301-32:09 Staff Provided Written Discipline Policy</b>	<i>Compliant</i>
<b>Rule: 3301-32:09 Staff In-service Regarding Discipline Policy</b>	<i>Compliant</i>
<b>Rule: 3301-32:09 Parent Provided Written Discipline Policy</b>	<i>Compliant</i>





<b>Rule: 3301-32:09 Staff Responsibility For Discipline</b>	<i>Compliant</i>
<b>Rule: 3301-32:09 Written Discipline Methods</b>	<i>Compliant</i>
<b>Rule: 3301-32:09 Excluding Children For Disciplinary Reasons</b>	<i>Compliant</i>
<b>Rule: 3301-32:09 Abuse And Neglect Protection</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Written Discipline Policy Includes Exclusion Reasons</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Meal And Snack Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Admission And Registration Policy Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Supervision Plan</b>	<i>Compliant</i>
<b>Rule: 3301-32:06 Child Medical And Immunization Records Not Needed</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Child Record Information</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Child Registration Information</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Child Information: Three Emergency Contacts</b>	<i>Compliant</i>
Documenting Statement: During the inspection and a review of child records, the telephone numbers of three authorized persons who can take children from the program in the event of an emergency was omitted from records.	
<b>Rule: 3301-32:10 Child Information: Emergency Transportation</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Child Information: Physician/Dentist</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Child Information: Medication Administration</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Child Information: Injury reports</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Child Information: Transportation From Program Authorization</b>	<i>Compliant</i>



<b>Rule: 3301-32:10 Child Information: Transportation plan</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Child Information: Health History</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Community Partners</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Program Coordinator Requirements</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Program Team Leader Qualifications</b>	<i>Compliant</i>
<b>Rule: 3301-32:02 Annual Orientation Training</b>	<i>Compliant</i>
<b>Rule: 3301-32:03 Team leader onsite Time</b>	<i>Compliant</i>
<b>Rule: 3301-32:08 Staff Trained To Recognize Communicable Diseases</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Staff Record Requirements</b>	<i>Compliant</i>