

## 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<br>PROSPECT HEAD START                 | Program Number<br>000000503253 | Program Type<br>Child Care Center |
| Address<br>92 N. PROSPECT ST NORWALK<br>OH<br>44857 | County<br>HURON                |                                   |

| Inspection Information        |                          |                                         |                                  |
|-------------------------------|--------------------------|-----------------------------------------|----------------------------------|
| Inspection Type<br>Annual     | Inspection Scope<br>Full | Inspection Method<br>On-site Inspection | Inspection Notice<br>Unannounced |
| Inspection Date<br>10/22/2026 | Begin Time<br>9:05 AM    | End Time<br>12:26 PM                    | Reviewer:<br>Brittani Aloï       |

| Summary of Findings             |                                            |                                        |                                        |
|---------------------------------|--------------------------------------------|----------------------------------------|----------------------------------------|
| No. Requirements Verified<br>67 | No. Requirements with Non-compliances<br>4 | No. Requirements Compliant<br>47       |                                        |
| No. Serious Risk<br>0           | No. Moderate Risk Findings<br>1            | No. Other Non-compliance Findings<br>3 | No. Technical Assistance Provided<br>0 |

| License Capacity and Enrollment at the Time of Inspection |                  |            |           |       |
|-----------------------------------------------------------|------------------|------------|-----------|-------|
| Age Group                                                 | License Capacity | Enrollment |           |       |
|                                                           | Totals           | Full Time  | Part Time | Total |
| Infant ( Birth to < 18 m)                                 |                  | 0          | 0         | 0     |
| Young Toddler                                             |                  | 0          | 0         | 0     |
| <b>Total Under 2 ½ Years</b>                              | 0                | 0          | 0         | 0     |
| Older Toddler                                             |                  | 0          | 0         | 0     |
| Preschool                                                 |                  | 15         | 0         | 15    |
| School Age                                                |                  | 0          | 0         | 0     |
| <b>Total Capacity/Enrollment</b>                          | 17               | 15         | 0         | 15    |

| Staff-Child Ratios at the Time of Inspection |                      |                |               |         |
|----------------------------------------------|----------------------|----------------|---------------|---------|
| Group                                        | Age Group/Range      | Ratio Observed | Compliance    | Comment |
| Head Start AM                                | 3 years to < 4 years | 2 to 4         | In Compliance | 9:10AM  |
| Head Start AM                                | 3 years to < 4 years | 2 to 4         | In Compliance | 10:45AM |
| Head Start PM                                | 3 years to < 4 years | 0 to 0         | In Compliance |         |

### 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.

#### **Domain: 04 Indoor/Outdoor Space**

Rule: 5180:2-12-11 Outdoor Play Equipment

Requirement: The program is required to anchor equipment to the ground as required, to close "S" hooks to prevent the chain from slipping off and prevent strangulation and provide equipment with openings that will not pose a safety risk.

Finding: During the inspection, it was determined that equipment on the outdoor play space posed an imminent risk of harm to a child.

The following was observed: the climber had an opening that was greater than three and one-half inches, but less than nine inches. Equipment openings must be less than 3 1/2 inches or more than 9 inches to avoid the risk of entrapment.

Discontinue the use of this equipment until it has been removed, repaired or replaced. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/21/2026

#### Other Non-Compliances

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

##### **Domain: 04 Indoor/Outdoor Space**

Rule: 5180:2-12-11 Outdoor Space Requirements

Requirement: The program is required to have an outdoor play space free from immediate risk.

Finding: During the inspection, it was determined that an outdoor play area was used which was not protected from traffic and other hazards by a fence in good condition, or other barrier. Although the fence or natural barrier was not meeting the rule requirements, it was determined to not present an immediate risk for a child to be able to leave the playground. The fence or gate was not in good condition and/or being used inappropriately.

The following was observed: the gate was locked

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/21/2026

##### **Domain: 08 Staff Files**

Rule: 5180:2-12-10 Health Training Requirements

Requirement: The program is required to have all child care staff members complete training in child abuse and neglect recognition and prevention within sixty days of hire. Staff must complete training in first aid and CPR within the first ninety days of hire.

Finding: In review of the staff records, it was determined that at least one child care staff member had not completed required health and safety training.

The following was observed: the first aid training was expired; the CPR training was expired

Refer to the Employee Record Chart for the name(s) of the child care staff member(s) who must complete the required health and safety training(s). Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/21/2026

#### **Domain: 10 Written Policies & Procedures**

Rule: 5180:2-12-16 Emergency Preparedness and Response Plan

Requirement: The program is required to have an emergency preparedness and response plan (EPRP).

Finding: During the inspection, it was determined the program's emergency preparedness and response plan (EPRP) did not meet the requirement or was missing the information.

The following was observed as missing: medical or dental emergencies, including emergency transportation; procedures for communicating with parents during loss of communications when no phone or internet service is available

Make the necessary revisions to the EPRP. Submit the program's corrective action plan, which includes the revised information, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/21/2026

### 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.

### 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 |
|-------------------------------|-----------|-----------------------------------------|
| 5180:2-12-18 License Capacity | Compliant |                                         |

| Rule                         | Status    | Documenting Statement(s), If applicable |
|------------------------------|-----------|-----------------------------------------|
| 5180:2-12-02 License Visible | Compliant |                                         |

| Rule                                 | Status    | Documenting Statement(s), If applicable |
|--------------------------------------|-----------|-----------------------------------------|
| 5180:2-12-03 Inspection Requirements | Compliant |                                         |

| Rule                                        | Status    | Documenting Statement(s), If applicable |
|---------------------------------------------|-----------|-----------------------------------------|
| 5180:2-12-04 Building Department Inspection | Compliant |                                         |

| Rule                               | Status    | Documenting Statement(s), If applicable                                                                                                                                             |
|------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Rule: 5180:2-12-04 Fire Inspection | Compliant | Documenting Statement: Please Note: Documentation of a fire inspection without any uncorrected violations must be secured for the program. Secure a new fire inspection by 10/1/27. |

| Rule                                         | Status    | Documenting Statement(s), If applicable                                                                                                         |
|----------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| Rule: 5180:2-12-04 Food Service Requirements | Compliant | Documenting Statement: The food service license was observed posted. Following is the audit number and date of expiration: BDYR-DRKQRR, 3/1/27. |

| Rule | Status | Documenting Statement(s), If applicable |
|------|--------|-----------------------------------------|
|------|--------|-----------------------------------------|

5180:2-12-05 Denial, Revocation and  
Suspension

Not Applicable

| Rule                                                             | Status    | Documenting Statement(s), If applicable |
|------------------------------------------------------------------|-----------|-----------------------------------------|
| 5180:2-12-07 Administrator<br>Qualifications                     | Compliant |                                         |
| Rule                                                             | Status    | Documenting Statement(s), If applicable |
| 5180:2-12-07 Administrator<br>Responsibilities/Requirements      | Compliant |                                         |
| Rule                                                             | Status    | Documenting Statement(s), If applicable |
| 5180:2-12-07 Written Program<br>Policies and Procedures          | Compliant |                                         |
| Rule                                                             | Status    | Documenting Statement(s), If applicable |
| 5180:2-12-08 Child Care Staff Member<br>Educational Requirements | Compliant |                                         |
| Rule                                                             | Status    | Documenting Statement(s), If applicable |
| 5180:2-12-08 Orientation Training &<br>Whistle Blower Protection | Compliant |                                         |
| Rule                                                             | Status    | Documenting Statement(s), If applicable |
| 5180:2-12-09 Background Check<br>Requirements                    | Compliant |                                         |
| Rule                                                             | Status    | Documenting Statement(s), If applicable |
| 5180:2-12-10 Professional<br>Development Requirements            | Compliant |                                         |
| Rule                                                             | Status    | Documenting Statement(s), If applicable |
| 5180:2-12-11 Indoor Space<br>Requirements                        | Compliant |                                         |
| Rule                                                             | Status    | Documenting Statement(s), If applicable |
| 5180:2-12-11 Outdoor Play Fall Zones                             | Compliant |                                         |
| Rule                                                             | Status    | Documenting Statement(s), If applicable |
| 5180:2-12-12 Safe Equipment                                      | Compliant |                                         |

| Rule                                                  | Status         | Documenting Statement(s), If applicable |
|-------------------------------------------------------|----------------|-----------------------------------------|
| 5180:2-12-12 Safe Environment                         | Compliant      |                                         |
| Rule                                                  | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-13 Sanitary Equipment and Environment       | Compliant      |                                         |
| Rule                                                  | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-13 Handwashing Requirements                 | Compliant      |                                         |
| Rule                                                  | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-13 Smoke Free Environment                   | Compliant      |                                         |
| Rule                                                  | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-14 Transportation and Field Trip Procedures | Not Applicable |                                         |
| Rule                                                  | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-14 Transportation - Driver Requirements     | Not Applicable |                                         |
| Rule                                                  | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-14 Transportation - Vehicle Requirements    | Not Applicable |                                         |
| Rule                                                  | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-16 First Aid/Standard Precautions           | Compliant      |                                         |
| Rule                                                  | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-16 Management of Communicable Disease       | Compliant      |                                         |
| Rule                                                  | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-16 Incident/Injury Reporting                | Compliant      |                                         |
| Rule                                                  | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-15 Child Health Care Plans                  | Compliant      |                                         |

| Rule                                                       | Status         | Documenting Statement(s), If applicable                                                      |
|------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------|
| 5180:2-12-17 Daily Schedule                                | Compliant      |                                                                                              |
| Rule                                                       | Status         | Documenting Statement(s), If applicable                                                      |
| 5180:2-12-17 Materials and Equipment                       | Compliant      |                                                                                              |
| Rule                                                       | Status         | Documenting Statement(s), If applicable                                                      |
| 5180:2-12-17 Daily Outdoor Play                            | Compliant      |                                                                                              |
| Rule                                                       | Status         | Documenting Statement(s), If applicable                                                      |
| Rule: 5180:2-12-18 Ratio                                   | Compliant      | Documenting Statement: Staff/child ratios observed during the inspection were in compliance. |
| Rule                                                       | Status         | Documenting Statement(s), If applicable                                                      |
| 5180:2-12-18 Group Size                                    | Compliant      |                                                                                              |
| Rule                                                       | Status         | Documenting Statement(s), If applicable                                                      |
| 5180:2-12-19 Supervision                                   | Compliant      |                                                                                              |
| Rule                                                       | Status         | Documenting Statement(s), If applicable                                                      |
| 5180:2-12-18 Attendance Records                            | Compliant      |                                                                                              |
| Rule                                                       | Status         | Documenting Statement(s), If applicable                                                      |
| 5180:2-12-19 Child Guidance                                | Compliant      |                                                                                              |
| Rule                                                       | Status         | Documenting Statement(s), If applicable                                                      |
| 5180:2-12-22 Meal Preparation and Nutritional Requirements | Compliant      |                                                                                              |
| Rule                                                       | Status         | Documenting Statement(s), If applicable                                                      |
| 5180:2-12-21 Evening and Overnight Care                    | Not Applicable |                                                                                              |
| Rule                                                       | Status         | Documenting Statement(s), If applicable                                                      |

5180:2-12-23 Infant Bottle and Food Preparation      Not Applicable

| Rule                                 | Status    | Documenting Statement(s), If applicable |
|--------------------------------------|-----------|-----------------------------------------|
| 5180:2-12-22 Fluid Milk Requirements | Compliant |                                         |

| Rule                           | Status         | Documenting Statement(s), If applicable |
|--------------------------------|----------------|-----------------------------------------|
| 5180:2-12-23 Infant Daily Care | Not Applicable |                                         |

| Rule                                    | Status    | Documenting Statement(s), If applicable |
|-----------------------------------------|-----------|-----------------------------------------|
| 5180:2-12-22 Safe Food Handling/Storage | Compliant |                                         |

| Rule                                                | Status         | Documenting Statement(s), If applicable |
|-----------------------------------------------------|----------------|-----------------------------------------|
| 5180:2-12-24 Swimming and Water Safety Requirements | Not Applicable |                                         |

| Rule                            | Status    | Documenting Statement(s), If applicable |
|---------------------------------|-----------|-----------------------------------------|
| 5180:2-12-16 Emergency Postings | Compliant |                                         |

| Rule                                | Status    | Documenting Statement(s), If applicable                                                                                              |
|-------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------|
| Rule: 5180:2-12-16 Emergency Drills | Compliant | Documenting Statement: Documentation for completed fire, weather, and emergency/lockdown drills was verified during this inspection. |

| Rule                           | Status         | Documenting Statement(s), If applicable |
|--------------------------------|----------------|-----------------------------------------|
| 5180:2-12-21 Mobile Preschools | Not Applicable |                                         |

| Rule                                    | Status    | Documenting Statement(s), If applicable |
|-----------------------------------------|-----------|-----------------------------------------|
| 5180:2-12-08 Staff Immunization Records | Compliant |                                         |

| Rule                             | Status    | Documenting Statement(s), If applicable |
|----------------------------------|-----------|-----------------------------------------|
| 5180:2-12-02 Current Information | Compliant |                                         |

| Rule | Status | Documenting Statement(s), If applicable |
|------|--------|-----------------------------------------|
|------|--------|-----------------------------------------|

5180:2-12-02 Amendments to the  
License

Compliant

| Rule                                                      | Status         | Documenting Statement(s), If applicable |
|-----------------------------------------------------------|----------------|-----------------------------------------|
| 5180:2-12-20 Cots and Napping - Practices                 | Not Applicable |                                         |
| Rule                                                      | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-15 Child Immunization Records                   | Compliant      |                                         |
| Rule                                                      | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-15 Child Enrollment Records                     | Compliant      |                                         |
| Rule                                                      | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-15 Child Record Requirements                    | Compliant      |                                         |
| Rule                                                      | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-08 Staff TB Screening Requirements              | Compliant      |                                         |
| Rule                                                      | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-20 Cots and Napping - Equipment and Environment | Not Applicable |                                         |
| Rule                                                      | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-20 Cribs - Safe Environment and Practices       | Not Applicable |                                         |
| Rule                                                      | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-20 Cribs - Placement                            | Not Applicable |                                         |
| Rule                                                      | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-22 Specialized Diets                            | Not Applicable |                                         |
| Rule                                                      | Status         | Documenting Statement(s), If applicable |
| 5180:2-12-23 Diapering and Toilet Training - Practices    | Not Applicable |                                         |

| <b>Rule</b>                                                | <b>Status</b>  | <b>Documenting Statement(s), If applicable</b> |
|------------------------------------------------------------|----------------|------------------------------------------------|
| 5180:2-12-23 2026 Diapering and Toilet Training - Supplies | Not Applicable |                                                |
| <b>Rule</b>                                                | <b>Status</b>  | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-25 2026 Medication Administration Practices      | Compliant      |                                                |
| <b>Rule</b>                                                | <b>Status</b>  | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-25 2026 Medication Documentation                 | Compliant      |                                                |
| <b>Rule</b>                                                | <b>Status</b>  | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-25 2026 Medication Storage                       | Compliant      |                                                |