

## Licensing Inspection Full Report

Program Details		
Program Type: School Age Child Care	Program Name: J F Burns Elementary School	Program Number: 1000018005
Address: 8471 Columbia Rd  Kings Mills OH 45034		County: WARREN
Organization Name: Kings Local	Org IRN: 050435	Site IRN: 017541

Inspection Information		
Inspection Type Annual	Inspection Scope: Full	Inspection Notice: Unannounced
Visit Date: 10/29/2025	Begin Time: 3:00 PM	End Time: 5:00 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: 113	Number of Rules with Non-Compliances: 8	
Serious Risk Non-Compliances: 0	Moderate Risk Non-Compliances: 2	Low Risk Non-Compliances: 6

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
<b>No Serious Risk Non-Compliances were observed during this inspection</b>

**Moderate Risk Non-Compliances**

**Domain: 08 Staff Files**

Rule: 5180-32:03 Medication administration training

Code: This rule requires individuals authorized to administer medication to provide documentation of medication administrating training in accordance with section?3313.713?of the Revised Code.

Findings: During the inspection and review of staff files, documentation of medication administration training was not verified for individuals administering medication.

**Domain: 10 Written Policies & Procedures**

Rule: 5180-32:10 Medication administration policy requirements

Code: This rule requires nonprescription and prescription medication to be administered in accordance with program policies and procedures and only with written permission of a parent.

Findings: During the inspection and policy review, policies and procedures did not include obtaining parent permission prior to administering medication.

**Low Risk Non-Compliances**

**Domain: 04 Indoor/Outdoor Space**

Rule: 5180-32:04 Outdoor play space

Code: This rule requires play areas to be inspected at least once quarterly while the program is in operation and documentation kept on file for one year.

Findings: During the inspection, the outdoor play space was not inspected at least quarterly or documentation was not on file.

**Domain: 05 Health & Safety**

Rule: 5180-32:10 Emergency drill practice

Code: This rule requires children shall have drill practice at least once per quarter during the school year and at least once during a summer program to demonstrate appropriate procedures and appropriate behavior in accordance with the programs written policy and procedures during an emergency regarding the rooms where the program is provided.

Findings: During the inspection, the program did not have documentation of emergency drill practice at least once quarterly.

**Domain: 08 Staff Files**

Rule: 5180-32:03 Annual orientation training requirement

Code: This rule requires the program policies and procedures be reviewed during an annual orientation training completed prior to or withing seven calendar days of the first scheduled day of attendance on the job, except that the discipline policy and procedures shall be reviewed before working with children.

Findings: During the inspection and review of staff files, individuals used in ratio did not have documentation of the annual orientation training to review policies and procedures for the program within seven days of the first day of attendance.

**Domain: 08 Staff Files**

Rule: 5180-32:03 Individual 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.

**Domain: 08 Staff Files**

Rule: 5180-32:03 Staff medical statement

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 evidence of a signed medical statement on or before the first day of employment.

Findings: During the inspection and review of staff files, individuals used to count in ratio did not have evidence of a signed complete medical statement on or before the first day of employment.

**Domain: 08 Staff Files**

Rule: 5180-32:03 Staff with required health and safety training

Code: This rule requires the program to ensure at least one preschool staff member who has completed and is current with a child abuse recognition and prevention course based on an approved curriculum. The child abuse recognition and prevention curriculum used in the course may be consistent with requirements as established by section 3319.073 of the Revised Code or appear on the approved curriculum list posted on the departments website. Consistent with requirements as established by section 3319.073 of the Revised Code, such staff shall complete at least four hours of in-service training in child abuse recognition and prevention within two years of employment and every five years thereafter.

Findings: During the inspection and review of staff files, at least one person onsite does not have a current course on the recognition and prevention of child abuse from an approved provider.

**Rules in Compliance/Not Verified**

<b>Rule: 5180-37:02 Written compliance report posted</b>	<i>Compliant</i>
<b>Rule: 5180-32:03 Staff/child ratio</b>	<i>Compliant</i>
<b>Rule: 5180-32:03 Maintaining Ohio Professional Registry Profile</b>	<i>Compliant</i>
<b>Rule: 5180-32:03 Maximum group by age group exceeded</b>	<i>Compliant</i>
<b>Rule: 5180-32:03 Administrator onsite time</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Child Data Privacy</b>	<i>Compliant</i>
<b>Rule: 5180-32:03 Staff minimum requirements</b>	<i>Compliant</i>
<b>Rule: 5180-32:03 Second adult requirements</b>	<i>Compliant</i>
<b>Rule: 5180-32:03 Licensing orientation training</b>	<i>Compliant</i>
<b>Rule: 5180-32:04 Safe areas</b>	<i>Compliant</i>
<b>Rule: 5180-32:03 Annual in-service requirements</b>	<i>Compliant</i>
<b>Rule: 5180-32:04 Handwashing facilities</b>	<i>Compliant</i>

<b>Rule: 5180-32:04 Furniture and equipment requirements</b>	<i>Compliant</i>
<b>Rule: 5180-32:03 In-service hour requirement</b>	<i>Compliant</i>
<b>Rule: 5180-32:04 Annual fire inspection</b>	<i>Compliant</i>
<b>Rule: 5180-32:04 Smoking prohibited</b>	<i>Compliant</i>
<b>Rule: 5180-32:03 Required background checks</b>	<i>Compliant</i>
<b>Rule: 5180-32:09 Written discipline policy requirements</b>	<i>Compliant</i>
<b>Rule: 5180-32:04 Using cleaning supplies</b>	<i>Compliant</i>
<b>Rule: 5180-32:04 Safe handling, storage, and disposal of bio-contaminants</b>	<i>Compliant</i>
<b>Rule: 5180-32-03 Approved trainer requirements</b>	<i>Compliant</i>
<b>Rule: 5180-32:09 Staff responsibility for discipline</b>	<i>Compliant</i>
<b>Rule: 5180-32:04 Indoor space</b>	<i>Compliant</i>
<b>Rule: 5180-32:04 Phone requirements</b>	<i>Compliant</i>
<b>Rule: 5180-32:04 Program cleaning and sanitizing</b>	<i>Compliant</i>
<b>Rule: 5180-32:09 Discipline restrictions</b>	<i>Compliant</i>
<b>Rule: 5180-32:04 Storage of belongings</b>	<i>Compliant</i>
<b>Rule: 5180-32:04 Access to facilities</b>	<i>Compliant</i>
<b>Rule: 5180-32:08 Communicable disease chart</b>	<i>Compliant</i>
<b>Rule: 5180-32:09 Written discipline policy: Exclusions</b>	<i>Compliant</i>
<b>Rule: 5180-32:04 First aid supplies</b>	<i>Compliant</i>

<b>Rule: 5180-32:10 Ill child policies</b>	<i>Compliant</i>
<b>Rule: 5180-32:04 License and written compliance report posted</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Discipline policy requirements</b>	<i>Compliant</i>
<b>Rule: 5180-32:08 Communicable Disease Policy: Exposure to a communicable disease</b>	<i>Compliant</i>
<b>Rule: 5180-32:07 Policies for providing meals</b>	<i>Compliant</i>
<b>Rule: 5180-32:09 Staff receive discipline policy</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Accident policy and procedures</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Child release policies</b>	<i>Compliant</i>
<b>Rule: 5180-32:07 Personnel trained in sanitary procedures</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Enrollment of children with disabilities</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Supervision plan policies</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Food service policies</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Emergency procedures</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Training on emergency procedures</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Reporting absences</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Transportation policies</b>	<i>Compliant</i>
<b>Rule: 5180-32:05 Equitable activities, materials and equipment</b>	<i>Compliant</i>
<b>Rule: 5180-32:05 Written curriculum requirements</b>	<i>Compliant</i>
<b>Rule: 5180-32:05 Written philosophy and goals</b>	<i>Compliant</i>

<b>Rule: 5180-32:09 Reporting abuse policy</b>	<i>Compliant</i>
<b>Rule: 5180-32:05 Written curriculum: Adapted for children with disabilities</b>	<i>Compliant</i>
<b>Rule: 5180-32-06 Individual child transportation plan</b>	<i>Compliant</i>
<b>Rule: 5180-32:05 Materials and equipment</b>	<i>Compliant</i>
<b>Rule: 5180-32:06 Individual child registration</b>	<i>Compliant</i>
<b>Rule: 5180-32-06 Individual child injury report</b>	<i>Compliant</i>
<b>Rule: 5180-32-06 Individual child medical needs</b>	<i>Compliant</i>
<b>Rule: 5180-32-06 Attendance records</b>	<i>Compliant</i>
<b>Rule: 5180-32:07 Snack served from two of the five basic food groups</b>	<i>Compliant</i>
<b>Rule: 5180-32:07 Program meal and snack policies and requirements</b>	<i>Compliant</i>
<b>Rule: 5180-32:07 Menu requirements</b>	<i>Compliant</i>
<b>Rule: 5180-32:07 Handwashing</b>	<i>Compliant</i>
<b>Rule: 5180-32:07 Special dietary needs</b>	<i>Compliant</i>
<b>Rule: 5180-32:07 Program personnel informed of children's allergies</b>	<i>Compliant</i>
<b>Rule: 5180-37:10 Discipline policy/ behavior management communication and written consent to parent</b>	<i>Compliant</i>
<b>Rule: 5180-32:07 Parent provided snack requirements</b>	<i>Compliant</i>
<b>Rule: 5180-32:07 Safe drinking water</b>	<i>Compliant</i>
<b>Rule: 5180-32:08 Communicable Disease Policy: Symptoms of illness for isolation and discharge</b>	<i>Compliant</i>

<b>Rule: 5180-32:08 Communicable Disease Policy: Ill child isolation requirements</b>	<i>Compliant</i>
<b>Rule: 5180-32:07 Food served</b>	<i>Compliant</i>
<b>Rule: 5180-32:07 Safe food storage</b>	<i>Compliant</i>
<b>Rule: 5180-32:07 Screen time during meal or snack time</b>	<i>Compliant</i>
<b>Rule: 5180-32:08 Children observed for communicable disease upon arrival</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Program policies</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Staff/parent communication</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Field trip policies</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Staff record policies</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Nondiscrimination policies</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Program evaluation</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Nondiscrimination policies</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Parent handbook</b>	<i>Compliant</i>
<b>Rule: 5180-32:10 Staff policies</b>	<i>Compliant</i>