

Licensing Inspection Full Report

Program Details		
Program Type: Pre School	Program Name: St Bernard-Elmwood Place Elementary School	Program Number: 1000018072
Address: 4515 Tower Ave Saint Bernard OH 45217		County: HAMILTON
Organization Name: St Bernard-Elmwood Place City	Org IRN: 044719	Site IRN: 037408

Inspection Information		
Inspection Type Annual	Inspection Scope: Full	Inspection Notice: Unannounced
Visit Date: 12/09/2025	Begin Time: 12:15 PM	End Time: 3:30 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: 178	Number of Rules with Non-Compliances: 16	
Serious Risk Non-Compliances: 0	Moderate Risk Non-Compliances: 1	Low Risk Non-Compliances: 30

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
No Serious Risk Non-Compliances were observed during this inspection

Moderate Risk Non-Compliances

Domain: 08 Staff Files

Rule: 5180-37:04 Required background checks

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 meet the requirements as prescribed in section 3301.541 of the Revised Code and if applicable, rehabilitation criteria as described in rules 3301-20-01 and 3301-20-03 of the Administrative Code.

Findings: During the inspection and review of staff files, individuals used in ratio did not have evidence of criminal background checks that meet the requirements.

Corrective Action Plan Due: 01/14/2026

Low Risk Non-Compliances

Domain: 03 Postings & Equipment

Rule: 5180-37:02 Written compliance report posted

Code: This rule requires that the most recent written compliance report be posted.

Findings: During the inspection it was observed the most recent written compliance report was not posted.

Domain: 08 Staff Files

Rule: 5180-37:04 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.

Domain: 08 Staff Files

Rule: 5180-37:04 Annual in-service requirements

Code: This rule requires Annual in-service training be taken from July first to June thirtieth, or every twelve months from the date of hire for staff employed after the school year begins.

Findings: During the inspection and review of staff files, in-service hours were not obtained during the school year as defined by rule from July first through June thirtieth.

Domain: 08 Staff Files

Rule: 5180-37:04 Licensed staff in-service requirement

Code: This rule requires preschool staff members licensed by the department to complete ten annual clock hours, which may be part of the professional development plan in accordance with Chapter 3301-24 of the Administrative Code. Annual completion refers to the school year, from July first to June thirtieth.

Findings: During the inspection and review of staff files, preschool staff licensed by the department did not have evidence of ten in-service hours annually.

Domain: 08 Staff Files

Rule: 5180-37:04 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 complete signed medical statement on or before the first day of employment.

Domain: 08 Staff Files

Rule: 5180-37:04 Staff minimum requirements

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 evidence that they have a high school diploma, GED or high school equivalency.

Findings: During the inspection and review of staff files, individuals used in ratio did not have documentation of a high school diploma or equivalent on file and available for review.

Domain: 09 Children's Files

Rule: 5180-37-08 Child medical signed by licensed physician

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 a statement signed by a licensed physician as required by paragraph (A) of this rule.

Findings: During the inspection, and a review of children(s) files, it was determined that the health record of each child did not include a medical signed by a licensed physician.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:10 Discipline restrictions

Code: This rule requires the discipline policy to include the following restriction: There shall be no cruel, harsh, corporal punishment or any unusual punishments such as, but not limited to, punching, pinching, shaking, spanking, or biting.

Findings: During the inspection review, discipline restrictions were missing from the policy.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:10 Discipline restrictions

Code: This rule requires the discipline policy to include the following restriction: No discipline shall be delegated to any other child.

Findings: During the inspection review, discipline restrictions were missing from the policy.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:10 Discipline restrictions

Code: This rule requires the discipline policy to include the following restriction: No physical restraints shall be used to confine a child by any means other than holding a child for a short period of time, so the child may regain control.

Findings: During the inspection review, discipline restrictions were missing from the policy.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:10 Discipline restrictions

Code: This rule requires the discipline policy to include the following restriction: Discipline shall not include withholding food, rest, or toilet use, and food shall not be used as a reward for behavior.

Findings: During the inspection review, discipline restrictions were missing from the policy.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:10 Discipline restrictions

Code: This rule requires the discipline policy to include the following restriction: Techniques of discipline shall not humiliate, shame, or frighten a child.

Findings: During the inspection review, discipline restrictions were missing from the policy.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:10 Discipline restrictions

Code: This rule requires the discipline policy to include the following restriction: No child shall be subjected to profane language, threats, derogatory remarks about himself or his family, or other verbal abuse.

Findings: During the inspection review, discipline restrictions were missing from the policy.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:11 Communicable Disease Policy: Ill child isolation requirements

Code: This rule requires the communicable disease policy to include a child isolated due to suspected communicable disease to be observed carefully for worsening condition.

Findings: During the inspection review, the policy for communicable disease did not include the requirement to observe a child showing symptoms of illness.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:11 Communicable Disease Policy: Ill child isolation requirements

Code: This rule requires the communicable disease policy to include the following: a child isolated due to suspected communicable disease to be cared for in a room or portion of a room not being used in the preschool program.

Findings: During the inspection review, the policy for communicable disease was missing the requirement for the room or portion of a room used to isolate an ill child

Domain: 10 Written Policies & Procedures

Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge

Code: This rule requires the following precaution to be taken for children suspected of having a communicable disease: A child with difficult or rapid breathing shall be immediately isolated and discharged to his parent or guardian.

Findings: During the inspection review, the policy for communicable disease was missing the requirement to isolate and discharge a child with the following symptom: difficult or rapid breathing.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge

Code: This rule requires the following precaution to be taken for children suspected of having a communicable disease: A child with redness of the eye or eyelid, thick and purulent (pus) eye discharge, matted eyelashes, burning, itching or eye pain shall be immediately isolated and discharged to his parent or guardian.

Findings: During the inspection review, the policy for communicable disease was missing the requirement to isolate and discharge a child with the following symptom: Redness of the eye or eyelid, thick and purulent (pus) eye discharge, matted eyelashes, burning, itching or eye pain.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge

Code: This rule requires the following precaution to be taken for children suspected of having a communicable disease: A child with severe coughing, causing the child to become red or blue in the face or to make a whooping sound shall be immediately isolated and discharged to his parent or guardian.

Findings: During the inspection review, the policy for communicable disease was missing the requirement to isolate and discharge a child with the following symptom: Severe coughing, causing the child to become red or blue in the face or to make a whooping sound.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge

Code: This rule requires the following precaution to be taken for children suspected of having a communicable disease: A child with a stiff neck with an elevated temperature shall be immediately isolated and discharged to his parent or guardian.

Findings: During the inspection review, the policy for communicable disease was missing the requirement to isolate and discharge a child with the following symptom: A stiff neck with an elevated temperature.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge

Code: This rule requires the following precaution to be taken for children suspected of having a communicable disease: A child with untreated infected skin patch(es) shall be immediately isolated and discharged to his parent or guardian.

Findings: During the inspection review, the policy for communicable disease was missing the requirement to isolate and discharge a child with the following symptom: Untreated infected skin patch(es).

Domain: 10 Written Policies & Procedures

Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge

Code: This rule requires the following precaution to be taken for children suspected of having a communicable disease: A child with evidence of untreated lice, scabies, or other parasitic infestation shall be immediately isolated and discharged to his parent or guardian.

Findings: During the inspection review, the policy for communicable disease was missing the requirement to isolate and discharge a child with the following symptom: Evidence of untreated lice, scabies, or other parasitic infestation.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge

Code: This rule requires the following precaution to be taken for children suspected of having a communicable disease: A child with unusually dark urine and/or grey or white stool shall be immediately isolated and discharged to his parent or guardian.

Findings: During the inspection review, the policy for communicable disease was missing the requirement to isolate and discharge a child with the following symptom: Unusually dark urine and/or grey or white stool.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge

Code: This rule requires the following precaution to be taken for children suspected of having a communicable disease: A child with yellowish skin or eyes shall be immediately isolated and discharged to his parent or guardian.

Findings: During the inspection review, the policy for communicable disease was missing the requirement to isolate and discharge a child with the following symptom: yellowish skin or eyes.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge

Code: This rule requires the policy for communicable disease to include isolation and discharge precautions for specific symptoms of children suspected of having a communicable disease.

Findings: During the inspection review it was determined the policy for communicable disease was missing isolation and discharge precautions.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:07 Behavior management/discipline policy requirements

Code: This rule requires the behavior management/discipline which at a minimum meets the requirements of rule 3301-37-10 of the Administrative Code.

Findings: During the inspection and review of program policies, the behavior management/discipline policy did not meet requirements of rule 3301-37-10.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:07 Communicable Disease Policy requirements

Code: This rule requires the management of communicable diseases policy which at a minimum meets the requirements of rule 3301-37-11 of the Administrative Code.

Findings: During the inspection and review of program policies, the communicable disease policy did not meet requirements of rule 3301-37-11.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:07 Written procedures for incident and injury reporting

Code: This rule requires providing written notification to parents when a child is injured or a serious health/safety incident occurs and maintaining a log of all injury/incident reports.

Findings: During the inspection, it was determined that policies did not require providing written notification to parents when a child is injured or when a serious health/safety incident occurs.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:10 Reporting abuse policy

Code: This rule requires the discipline policy to include the following: A staff member who suspects that a child has been abused or neglected is to immediately notify the public children services agency and a serious incident report is to be completed and submitted to the department in accordance with section?2151.421?of the Revised Code.

Findings: During the inspection policy review; reporting abuse procedures were missing.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:11 Communicable Disease Policy: Exposure to a communicable disease

Code: This rule requires each program to have a written policy concerning the management of communicable disease. The policy shall include: Procedures for notifying all parents of enrolled children when children are exposed to a diagnosed communicable disease such as pink eye, ringworm, chicken pox, or lice.

Findings: During the inspection review, the procedures for notifying all parents of exposure to a diagnosed communicable disease was not included in the communicable disease policy.

Domain: 10 Written Policies & Procedures

Rule: 5180-37:10 Discipline restrictions

Code: This rule requires the discipline policy to include the following restriction: No child shall be placed in a locked room or confined in an enclosed area such as a closet, a box, or a similar cubicle.

Findings: During the inspection review, discipline restrictions were missing from the policy.

Rules in Compliance/Not Verified

Rule: 5180-37:03 Written philosophy and goals	<i>Compliant</i>
Rule: 5180-37:02 Parent handbook	<i>Compliant</i>
Rule: 5180-37:03 Developmental progress and parent teacher conferences	<i>Compliant</i>
Rule: 5180-37:03 Written curriculum adopted and aligned	<i>Compliant</i>

Rule: 5180-37:04 Program operation	Compliant
Rule: 5180-37:04 Staff Non-Discrimination	Compliant
Rule: 5180-37:03 Daily Schedule	Compliant
Rule: 5180-37:04 Director onsite fifty percent of operating hours	Compliant
Rule: 5180-37:04 Staff supervision	Compliant
Rule: 5180-37:04 Director qualifications	Compliant
Rule: 5180-37:04 Director responsibilities	Compliant
Rule: 5180-37:04 Lead teacher assigned	Compliant
Rule: 5180-37:04 Public preschool general education teacher requirements	Compliant
Rule: 5180-37:04 Special education teacher requirements	Compliant
Rule: 5180-37:04 Orientation training	Compliant
Rule: 5180-37:04 Non-guilty non-conviction statement	Compliant
Rule: 5180-37:04 Staff with required health and safety trainings	Compliant
Rule: 5180-37:04 Background check updates	Compliant
Rule: 5180-37:04 Staff/child ratio maintained at all times	Compliant
Rule: 5180-37:04 Preschool special education law requirements	Compliant
Rule: 5180-37:04 Mixed age group size	Compliant
Rule: 5180-37:04 Ratio and Group size: Special education classroom	Compliant
Rule: 5180-37:04 Approved trainer requirements	Compliant

Rule: 5180-37:04 Intervention specialist caseload	Compliant
Rule: 5180-37:05 Outdoor play space	Compliant
Rule: 5180-37:05 Center cleaning and sanitizing	Compliant
Rule: 5180-37:05 Phone available	Compliant
Rule: 5180-37:05 Safe play space available	Compliant
Rule: 5180-37:05 Play space free of hazards	Compliant
Rule: 5180-37:05 Exclusive use of preschool space	Compliant
Rule: 5180-37:06 Safe and sanitary equipment and materials	Compliant
Rule: 5180-37:05 Square footage and maximum capacity	Compliant
Rule: 5180-37:05 Annual fire inspection	Compliant
Rule: 5180-37:05 Children supervised during travel times	Compliant
Rule: 5180-37:05 Public access areas	Compliant
Rule: 5180-37:05 Ratio maintained at all times	Compliant
Rule: 5180-37:05 Electrical outlets	Compliant
Rule: 5180-37:05 Smoking prohibited	Compliant
Rule: 5180-37:06 Adequate first-aid supplies	Compliant
Rule: 5180-37:06 Materials selected independently	Compliant
Rule: 5180-37:06 Cleaning and sanitizing supplies	Compliant
Rule: 5180-37:05 Indoor space minimum requirements	Compliant

Rule: 5180-37:06 Safe handling, storage, and disposal of bio-contaminants	Compliant
Rule: 5108-37:06 Furniture and equipment	Compliant
Rule: 5180-37:07 Governing body written policies	Compliant
Rule: 5180-37:07 Program policies and procedures	Compliant
Rule: 5180-37:07 Appropriate policies for children	Compliant
Rule: 5180-37:07 Staff policies	Compliant
Rule: 5180-37:07 Emergency numbers posting	Compliant
Rule: 5180-37:07 Developmentally appropriate program planning	Compliant
Rule: 5180-37:07 Policies address children's cumulative records	Compliant
Rule: 5180-37:07 Admission procedures	Compliant
Rule: 5180-37:07 Health and safety procedures	Compliant
Rule: 5180-37:07 Organized school health services	Compliant
Rule: 5180-37:07 Emergency procedure postings and records	Compliant
Rule: 5180-37:07 Immunization records and emergency medical authorization requirements	Compliant
Rule: 5180-37:07 Parent Roster	Compliant
Rule: 5180-37:07 Transportation and field trip policies	Compliant
Rule: 5180-37:07 Unlimited parent access	Compliant
Rule: 5180-37:07 Parent Roster permission	Compliant

Rule: 5180-37:07 Medical and dental emergency procedure posting	Compliant
Rule: 5180-37-08 List of allergies and treatment	Compliant
Rule: 5180-37:07 First-aid Facilities and Materials	Compliant
Rule: 5180-37:07 Handwashing and disposable towels or air hand dryer available	Compliant
Rule: 5180-37-08 Family Educational Rights and Privacy Act	Compliant
Rule: 5180-37:07 Supervising grounds, play areas, and other facilities	Compliant
Rule: 5180-37:07 Written medication policy requirements	Compliant
Rule: 5180-37:07 Parent permission for topical products	Compliant
Rule: 5180-37-08 Immunization records	Compliant
Rule: 5180-37-08 List of prescription or nonprescription medications, food supplements, modified diets, or fluoride supplements	Compliant
Rule: 5180-37-08 List of chronic physical problems and history of hospitalization	Compliant
Rule: 5180-37-08 List of child diseases	Compliant
Rule: 5180-37-08 Names and telephone numbers of physician and dentist	Compliant
Rule: 5180-37-08 Emergency medical and dental care transportation	Compliant
Rule: 5180-37-08 Daily attendance records	Compliant
Rule: 5180-37-08 Injury report	Compliant
Rule: 5180-37-08 McKinney-Vento Homeless Assistance Act	Compliant
Rule: 5180-37-08 Cumulative record requirements	Compliant

Rule: 5180-37-08 Medication authorization	Compliant
Rule: 5180-37:09 Food license	Compliant
Rule: 5180-37:09 Menus	Compliant
Rule: 5180-37:09 Choice of two required food groups for snack	Compliant
Rule: 5180-37:09 Modified diet accommodations	Compliant
Rule: 5180-37:09 Snack service time	Compliant
Rule: 5180-37:09 Snack nutritional requirements	Compliant
Rule: 5180-37:11 Communicable disease chart posted	Compliant
Rule: 5180-37:11 Communicable disease policy: Training staff	Compliant
Rule: 5180-37:10 Staff responsibility for discipline	Compliant
Rule: 5180-37:11 Communicable Disease Policy: Readmitting an ill child	Compliant
Rule: 5180-37:11 Communicable Disease Policy: Parent notification of illness	Compliant
Rule: 5180-37:12 Soiled diapers storage/laundering	Compliant
Rule: 5180-37:10 Discipline policy ensures well being of individuals	Compliant
Rule: 5180-37:10 Written discipline policy requirements	Compliant
Rule: 5180-37:10 Staff receive discipline policy	Compliant
Rule: 5180-37:10 Discipline policy/ behavior management communication and written consent to parent	Compliant
Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation	Compliant

Rule: 5180-37:11 Children observed for communicable disease upon	<i>Compliant</i>
Rule: 5180-37:11 Communicable Disease Policy: Mildly ill child	<i>Compliant</i>
Rule: 5180-37:12 Diapering requirements	<i>Compliant</i>
Rule: 5180-37:12 Diaper storage	<i>Compliant</i>
Rule: 5180-37:08 Child medical statement	<i>Compliant</i>