



| Program Details | | |
|----------------------------------------------------------|-------------------------|-------------------------------|
| Program Type: Pre School | Program Name: Bolton | Program Number: 1000018426 |
| Address: 9803 Quebec Ave Cleveland OH 44106 | | County: CUYAHOGA |
| Organization Name: Cleveland Municipal | Org IRN: 043786 | Site IRN: 003137 |

| Inspection Information | | |
|---------------------------|---------------------------|-----------------------------------|
| Inspection Type Annual | Inspection Scope: Full | Inspection Notice: Unannounced |
| Visit Date: 05/13/2024 | Begin Time: 11:00 AM | End Time: 12:15 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: 96 | Number of Rules with Non-Compliances: 1 | |
| Serious Risk Non-Compliances: 0 | Moderate Risk Non-Compliances: 0 | Low Risk Non-Compliances: 1 |

| 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

No Moderate Risk Non-Compliances were observed during this inspection

Low Risk Non-Compliances

Domain: 02 Safe & Sanitary Environment

Rule: 3301-37:05 Annual fire inspection

Code: This rule requires that the program provide written documentation of an annual fire inspection and approval of the facility. Annually means within twelve calendar months of the previous fire inspection.

Findings: During the inspection, documentation of a current fire inspection was not on file.

Corrective Action Plan Due: 06/12/2024

Rules in Compliance/Not Verified

| | |
|-------------------------------------------------------------|---------------------|
| Rule: 3301-37:02 Written compliance report posted | <i>Not Verified</i> |
| Rule: 3301-37:04 Staff Medical statement | <i>Compliant</i> |
| Rule: 3301-37:04 Orientation training | <i>Compliant</i> |
| Rule: 3301-37:04 Non-guilty non-conviction statement | <i>Not Verified</i> |
| Rule: 3301-37:04 Required background checks | <i>Compliant</i> |
| Rule: 3301-37:04 Staff supervision | <i>Not Verified</i> |
| Rule: 3301-37:04 Staff Non-Discrimination | <i>Not Verified</i> |



| | |
|----------------------------------------------------------------------------------------|---------------------|
| Rule: 3301-37:04 Director onsite fifty percent of operating hours | <i>Not Verified</i> |
| Rule: 3301-37:04 Program operation | <i>Not Verified</i> |
| Rule: 3301-37:04 Director responsibilities | <i>Not Verified</i> |
| Rule: 3301-37:04 Annual in-service requirements | <i>Not Verified</i> |
| Rule: 3301-37:04 Staff with required health and safety trainings | <i>Compliant</i> |
| Rule: 3301-37:05 Play space free of hazards | <i>Compliant</i> |
| Rule: 3301-37:04 Director qualifications | <i>Compliant</i> |
| Rule: 3301-37:04 Administrator rules training | <i>Not Verified</i> |
| Rule: 3301-37:04 Lead teacher assigned | <i>Compliant</i> |
| Rule: 3301-37:04 Public preschool general education teacher requirements | <i>Compliant</i> |
| Rule: 3301-37:04 Special education teacher requirements | <i>Compliant</i> |
| Rule: 3301-37:04 Individuals used in ratio | <i>Compliant</i> |
| Rule: 3301-37:04 Staff minimum requirements | <i>Compliant</i> |
| Rule: 3301-37:04 Background check updates | <i>Compliant</i> |
| Rule: 3301-37:04 Staff/child ratio maintained at all times | <i>Compliant</i> |
| Rule: 3301-37:04 Ratio and Group size: General education or co-taught classroom | <i>Compliant</i> |
| Rule: 3301-37:04 Second adult requirements | <i>Compliant</i> |
| Rule: 3301-37:04 Ratio and Group size: Integrated classroom | <i>Compliant</i> |



| | |
|----------------------------------------------------------------------------------|---------------------|
| Rule: 3301-37:04 Preschool special education law requirements | <i>Compliant</i> |
| Rule: 3301-37:04 Intervention specialist caseload | <i>Compliant</i> |
| Rule: 3301-37:04 Ratio and Group size: Special education classroom | <i>Compliant</i> |
| Rule: 3301-37:04 Mixed age group size | <i>Compliant</i> |
| Rule: 3301-37:06 Safe handling, storage, and disposal of bio-contaminants | <i>Compliant</i> |
| Rule: 3301-37:05 Outdoor play space | <i>Compliant</i> |
| Rule: 3301-37:06 Cleaning and sanitizing supplies | <i>Compliant</i> |
| Rule: 3301-37:06 Materials selected independently | <i>Not Verified</i> |
| Rule: 3301-37:06 Adequate first-aid supplies | <i>Compliant</i> |
| Rule: 3301-37:06 Cot or Mat requirements | <i>Compliant</i> |
| Rule: 3301-37:07 Governing body written policies | <i>Not Verified</i> |
| Rule: 3301-37:07 Program policies and procedures | <i>Not Verified</i> |
| Rule: 3301-37:07 Appropriate policies for children | <i>Not Verified</i> |
| Rule: 3301-37:07 Staff policies | <i>Not Verified</i> |
| Rule: 3301-37:07 Policies address children's cumulative records | <i>Not Verified</i> |
| Rule: 3301-37:07 Developmentally appropriate program planning | <i>Not Verified</i> |
| Rule: 3301-37:07 Health and safety procedures | <i>Not Verified</i> |
| Rule: 3301-37:07 Organized school health services | <i>Not Verified</i> |



| | |
|------------------------------------------------------------------------------------------------------|---------------------|
| Rule: 3301-37:07 Emergency procedure postings and records | <i>Compliant</i> |
| Rule: 3301-37:07 Immunization records and emergency medical authorization requirements | <i>Not Verified</i> |
| Rule: 3301-37-08 List of allergies and treatment | <i>Compliant</i> |
| Rule: 3301-37:11 Communicable Disease Policy: Parent notification of illness | <i>Not Verified</i> |
| Rule: 3301-37:11 Communicable Disease Policy: Symptoms of illness for isolation | <i>Not Verified</i> |
| Rule: 3301-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge | <i>Not Verified</i> |
| Rule: 3301-37:11 Communicable disease chart posted | <i>Not Verified</i> |
| Rule: 3301-37:11 Communicable Disease Policy: Ill child isolation requirements | <i>Not Verified</i> |
| Rule: 3301-37:11 Communicable Disease Policy: Readmitting an ill child | <i>Not Verified</i> |
| Rule: 3301-37:11 Communicable Disease Policy: Mildly ill child | <i>Not Verified</i> |
| Rule: 3301-37:11 Communicable Disease Policy: Exposure to a communicable disease | <i>Not Verified</i> |
| Rule: 3301-37:11 Communicable disease policy: Training staff | <i>Not Verified</i> |
| Rule: 3301-37:05 Safe play space available | <i>Compliant</i> |
| Rule: 3301-37:10 Staff receive discipline policy | <i>Not Verified</i> |
| Rule: 3301-37:10 Discipline restrictions | <i>Not Verified</i> |
| Rule: 3301-37:10 Reporting abuse policy | <i>Not Verified</i> |



| | |
|----------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| Rule: 3301-37:10 Discipline policy/ behavior management communication and written consent to parent | <i>Not Verified</i> |
| Rule: 3301-37:07 Communicable Disease Policy requirements | <i>Compliant</i> |
| Rule: 3301-37:07 Admission procedures | <i>Not Verified</i> |
| Rule: 3301-37:07 Parent Roster | <i>Not Verified</i> |
| Rule: 3301-37:07 Behavior management/discipline policy requirements | <i>Compliant</i> |
| Rule: 3301-37:07 Transportation and field trip policies | <i>Not Verified</i> |
| Rule: 3301-37-08 List of prescription or nonprescription medications, food supplements, modified diets, or fluoride supplements | <i>Compliant</i> |
| Rule: 3301-37:07 Offsite swimming policy requirements | <i>Not Verified</i> |
| Rule: 3301-37-08 Immunization records | <i>Compliant</i> |
| Rule: 3301-37:07 Unlimited parent access | <i>Not Verified</i> |
| Rule: 3301-37-08 List of chronic physical problems and history of hospitalization | <i>Compliant</i> |
| Rule: 3301-37-08 Daily attendance records | <i>Not Verified</i> |
| Rule: 3301-37-08 List of child diseases | <i>Compliant</i> |
| Rule: 3301-37-08 Names and telephone numbers of physician and dentist | <i>Compliant</i> |
| Rule: 3301-37-08 Emergency medical and dental care transportation | <i>Compliant</i> |
| Rule: 3301-37-08 Injury report | <i>Not Verified</i> |
| Rule: 3301-37-08 Family Educational Rights and Privacy Act | <i>Not Verified</i> |



| | |
|-----------------------------------------------------------------------------------|---------------------|
| Rule: 3301-37-08 McKinney-Vento Homeless Assistance Act | <i>Not Verified</i> |
| Rule: 3301-37:09 Food license | <i>Not Verified</i> |
| Rule: 3301-37:07 Parent Roster permission | <i>Not Verified</i> |
| Rule: 3301-37:07 Safe sleep policy | <i>Not Verified</i> |
| Rule: 3301-37:10 Staff responsibility for discipline | <i>Not Verified</i> |
| Rule: 3301-37:10 Written discipline policy requirements | <i>Not Verified</i> |
| Rule: 3301-37:09 Menus | <i>Not Verified</i> |
| Rule: 3301-37:10 Discipline policy ensures well being of individuals | <i>Not Verified</i> |
| Rule: 3301-37:07 Medical and dental emergency procedure posting | <i>Compliant</i> |
| Rule: 3301-37:09 Snacks and meals to children attending four or more hours | <i>Compliant</i> |
| Rule: 3301-37:04 Part-time staff in-service requirement | <i>Not Verified</i> |
| Rule: 3301-37:03 Developmental progress and parent teacher conferences | <i>Not Verified</i> |
| Rule: 3301-37:02 Parent handbook | <i>Not Verified</i> |
| Rule: 3301-37:05 Lifeguard or certified safety instructor | <i>Not Verified</i> |
| Rule: 3301-37:05 Children supervised during travel times | <i>Compliant</i> |
| Rule: 3301-37:04 Nap/rest time ratio requirements | <i>Not Verified</i> |
| Rule: 3301-37:04 Preschool/school age mixed group | <i>Not Verified</i> |
| Rule: 3301-37:05 Ratio maintained at all times | <i>Compliant</i> |



| | |
|---------------------------------------------------------------------------------------|---------------------|
| Rule: 3301-37:05 Center cleaning and sanitizing | <i>Not Verified</i> |
| Rule: 3301-37:05 Electrical outlets | <i>Compliant</i> |
| Rule: 3301-37:05 Phone available | <i>Compliant</i> |
| Rule: 3301-37:05 Smoking prohibited | <i>Not Verified</i> |
| Rule: 3301-37:06 Safe and sanitary equipment and materials | <i>Not Verified</i> |
| Rule: 3301-37:06 Potty chair requirements | <i>Not Verified</i> |
| Rule: 3301-37:07 Emergency numbers posting | <i>Compliant</i> |
| Rule: 3301-37:05 Room divided by barrier | <i>Not Verified</i> |
| Rule: 3301-37:05 Square footage and maximum capacity | <i>Not Verified</i> |
| Rule: 3301-37:05 Exclusive use of preschool space | <i>Compliant</i> |
| Rule: 3301-37:05 Indoor space minimum requirements | <i>Compliant</i> |
| Rule: 3301-37:04 Fluoride supplements | <i>Not Verified</i> |
| Rule: 3301-37:07 Handwashing and disposable towels or air hand dryer available | <i>Compliant</i> |
| Rule: 3301-37:09 Choice of two required food groups for snack | <i>Not Verified</i> |
| Rule: 3301-37:09 Modified diet accommodations | <i>Not Verified</i> |
| Rule: 3301-37:09 Nutritious snack choices provided to parents | <i>Not Verified</i> |
| Rule: 3301-37:09 Screen time during meal or snack time | <i>Not Verified</i> |
| Rule: 3301-37:09 Snack nutritional requirements | <i>Not Verified</i> |



| | |
|-----------------------------------------------------------------------------------------|---------------------|
| Rule: 3301-37:09 Snack service time | <i>Not Verified</i> |
| Rule: 3301-37:09 Use of powdered milk | <i>Not Verified</i> |
| Rule: 3301-37:03 Daily Schedule | <i>Compliant</i> |
| Rule: 3301-37:03 Nap/Rest-Time Requirements | <i>Not Verified</i> |
| Rule: 3301-37:04 Licensed staff in-service requirement | <i>Not Verified</i> |
| Rule: 3301-37:11 Children observed for communicable disease upon | <i>Not Verified</i> |
| Rule: 3301-37:07 Supervising grounds, play areas, and other facilities | <i>Not Verified</i> |
| Rule: 3301-37:07 Swimming policy | <i>Not Verified</i> |
| Rule: 3301-37:07 Written medication policy requirements | <i>Compliant</i> |
| Rule: 3301-37:07 Written procedures for incident and injury reporting | <i>Not Verified</i> |
| Rule: 3301-37:09 Policy regarding providing food when parent does not provide it | <i>Not Verified</i> |
| Rule: 3301-37:08 Child medical statement | <i>Compliant</i> |
| Rule: 3301-37-08 Cumulative record requirements | <i>Compliant</i> |
| Rule: 3301-37-08 Medication authorization | <i>Compliant</i> |
| Rule: 3301-37:03 Written curriculum adopted and aligned | <i>Not Verified</i> |
| Rule: 3301-37:06 Furniture and equipment | <i>Compliant</i> |
| Rule: 3301-37:05 Public access areas | <i>Not Verified</i> |
| Rule: 3301-37:04 Approved trainer requirements | <i>Not Verified</i> |



| | |
|--------------------------------------------------------------------|---------------------|
| Rule: 3301-37-08 Child medical signed by licensed physician | <i>Not Verified</i> |
| Rule: 3301-37:03 Written philosophy and goals | <i>Not Verified</i> |
| Rule: 3301-37:07 Parent permission for topical products | <i>Not Verified</i> |