

Licensing Inspection Full Report

Program Details		
Program Type: Pre School	Program Name: Kirtland Elementary School	Program Number: 1180018343
Address: 9140 Chillicothe Rd Kirtland OH 44094		County: LAKE
Organization Name: Kirtland Local	Org IRN: 047878	Site IRN: 019208

Inspection Information		
Inspection Type Annual	Inspection Scope: Full	Inspection Notice: Unannounced
Visit Date: 11/13/2025	Begin Time: 9:30 AM	End Time: 10:59 AM

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: 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: 08 Staff Files

Rule: 5180-37:04 Part-time staff in-service requirement

Code: This rule requires preschool staff employed part-time shall complete the in-service requirement based upon the percentage of time or full-time equivalency of their preschool assignment pursuant to section 3301.54 of the Revised Code.

Findings: During the inspection and review of staff files, part time preschool staff did not have in-service hours based on the percentage of time in their assignment.

Rules in Compliance/Not Verified

Rule: 5180-37:03 Written philosophy and goals	Compliant
Rule: 5180-37:02 Parent handbook	Compliant
Rule: 5180-37:03 Developmental progress and parent teacher conferences	Compliant
Rule: 5180-37:03 Written curriculum adopted and aligned	Compliant
Rule: 5180-37:02 Written compliance report posted	Compliant
Rule: 5180-37:04 Program operation	Compliant
Rule: 5180-37:04 Staff Non-Discrimination	Compliant

Rule: 5180-37:03 Daily Schedule	Compliant
Rule: 5180-37:03 Nap/Rest-Time Requirements	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 Administrator rules training	Compliant
Rule: 5180-37:04 Lead teacher assigned	Compliant
Rule: 5180-37:04 Public preschool general education teacher requirements	Compliant
Rule: 5180-37:04 Substitute requirements	Compliant
Rule: 5180-37:04 Individuals used in ratio	Compliant
Rule: 5180-37:04 Annual in-service requirements	Compliant
Rule: 5180-37:04 Staff minimum requirements	Compliant
Rule: 5180-37:04 Orientation training	Compliant
Rule: 5180-37:04 Non-guilty non-conviction statement	Compliant
Rule: 5180-37:04 Required background checks	Compliant
Rule: 5180-37:04 Staff Medical 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 Second adult requirements	Compliant
Rule: 5180-37:04 Staff/child ratio maintained at all times	Compliant
Rule: 5180-37:04 Licensed staff in-service requirement	Compliant
Rule: 5180-37:04 Ratio and Group size: General education or co-taught classroom	Compliant
Rule: 5180-37:04 Preschool special education law requirements	Compliant
Rule: 5180-37:04 Approved trainer requirements	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 Behavior management/discipline policy requirements	Compliant
Rule: 5180-37:07 Communicable Disease Policy requirements	Compliant
Rule: 5180-37:07 Transportation and field trip policies	Compliant
Rule: 5180-37:07 Unlimited parent access	Compliant
Rule: 5180-37:07 Offsite swimming policy requirements	Compliant
Rule: 5180-37:07 Parent Roster permission	Compliant
Rule: 5180-37:07 Safe sleep policy	Compliant
Rule: 5180-37:07 Medical and dental emergency procedure posting	Compliant
Rule: 5180-37:07 Swimming policy	Compliant
Rule: 5180-37-08 List of allergies and treatment	Compliant
Rule: 5180-37:04 Fluoride supplements	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 Written procedures for incident and injury reporting	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 Child medical signed by licensed physician	Compliant
Rule: 5180-37-08 Medication authorization	Compliant
Rule: 5180-37:09 Food license	Compliant
Rule: 5180-37:11 Communicable disease chart posted	Compliant
Rule: 5180-37:10 Reporting abuse policy	Compliant
Rule: 5180-37:11 Communicable disease policy: Training staff	Compliant

Rule: 5180-37:10 Staff responsibility for discipline	<i>Compliant</i>
Rule: 5180-37:11 Communicable Disease Policy: Exposure to a communicable disease	<i>Compliant</i>
Rule: 5180-37:10 Discipline restrictions	<i>Compliant</i>
Rule: 5180-37:11 Communicable Disease Policy: Readmitting an ill child	<i>Compliant</i>
Rule: 5180-37:11 Communicable Disease Policy: Ill child isolation requirements	<i>Compliant</i>
Rule: 5180-37:09 Policy regarding providing food when parent does not provide it	<i>Compliant</i>
Rule: 5180-37:11 Communicable Disease Policy: Parent notification of illness	<i>Compliant</i>
Rule: 5180-37:10 Discipline policy ensures well being of individuals	<i>Compliant</i>
Rule: 5180-37:10 Written discipline policy requirements	<i>Compliant</i>
Rule: 5180-37:10 Staff receive discipline policy	<i>Compliant</i>
Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge	<i>Compliant</i>
Rule: 5180-37:10 Discipline policy/ behavior management communication and written consent to parent	<i>Compliant</i>
Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation	<i>Compliant</i>
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: 5180-37:08 Child medical statement	<i>Compliant</i>