



| Program Details | | |
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| Program Type: School Age Child Care | Program Name: Manchester Elementary School | Program Number: 1200023014 |
| Address: 130 Wayne Frye Dr Manchester OH 45144 | | County: ADAMS |
| Organization Name: Manchester Local | Org IRN: 000442 | Site IRN: 000451 |

| Inspection Information | | |
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| Inspection Type Annual | Inspection Scope: Full | Inspection Notice: Unannounced |
| Visit Date: 03/31/2022 | Begin Time: 2:05 PM | End Time: 4:30 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 | | |
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| Number of Rules Verified: 112 | Number of Rules with Non-Compliances: 0 | |
| Serious Risk Non-Compliances: 0 | Moderate Risk Non-Compliances: 0 | Low Risk Non-Compliances: 0 |

| Summary of Non-Compliances |
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| Program Fully Compliant? Yes |
| 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

No Low Risk Non-Compliances were observed during this inspection

Rules in Compliance/Not Verified

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| Rule: 3301-32:04 Safe handling, storage, and disposal of bio-contaminants | <i>Compliant</i> |
| Rule: 3301-32:04 Using cleaning supplies | <i>Compliant</i> |
| Rule: 3301-32:04 Furniture and equipment requirements | <i>Compliant</i> |
| Rule: 3301-32:04 Safe furniture and equipment | <i>Compliant</i> |
| Rule: 3301-32:04 Safe areas | <i>Compliant</i> |
| Rule: 3301-32:04 Program cleaning and sanitizing | <i>Compliant</i> |
| Rule: 3301-32:04 Outdoor play space | <i>Compliant</i> |
| Rule: 3301-32:10 Enrollment of children with disabilities | <i>Compliant</i> |
| Rule: 3301-32:10 Supervision plan policies | <i>Compliant</i> |



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| Rule: 3301-32:05 Written philosophy and goals | <i>Compliant</i> |
| Rule: 3301-32:09 Reporting abuse policy | <i>Compliant</i> |
| Rule: 3301-32:10 Discipline policy requirements | <i>Compliant</i> |
| Rule: 3301-32:10 Food service policies | <i>Compliant</i> |
| Rule: 3301-32:10 Ill child policies | <i>Compliant</i> |
| Rule: 3301-32:10 Medication administration policy requirements | <i>Compliant</i> |
| Rule: 3301-32:10 Emergency procedures | <i>Compliant</i> |
| Rule: 3301-32:10 Training on emergency procedures | <i>Compliant</i> |
| Rule: 3301-32:10 Emergency drill practice | <i>Compliant</i> |
| Rule: 3301-32:10 Accident policy and procedures | <i>Compliant</i> |
| Rule: 3301-32:10 Child release policies | <i>Compliant</i> |
| Rule: 3301-32:10 Reporting absences | <i>Compliant</i> |
| Rule: 3301-32:03 Staff/child ratio | <i>Compliant</i> |
| Rule: 3301-32:04 Storage of belongings | <i>Compliant</i> |
| Rule: 3301-32:04 Access to facilities | <i>Compliant</i> |
| Rule: 3301-32:04 First aid supplies | <i>Compliant</i> |
| Rule: 3301-32:04 Phone requirements | <i>Compliant</i> |
| Rule: 3301-32:04 Smoking prohibited | <i>Compliant</i> |



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| Rule: 3301-32:04 Handwashing facilities | <i>Compliant</i> |
| Rule: 3301-32:04 License and written compliance report posted | <i>Compliant</i> |
| Rule: 3301-32:08 Communicable Disease Policy: Exposure to a communicable disease | <i>Compliant</i> |
| Rule: 3301-32:08 Communicable disease chart | <i>Compliant</i> |
| Rule: 3301-32:03 Maximum group by age group exceeded | <i>Compliant</i> |
| Rule: 3301-32:03 Second adult requirements | <i>Compliant</i> |
| Rule: 3301-32:03 Administrator onsite time | <i>Compliant</i> |
| Rule: 3301-32:03 Annual orientation training requirement | <i>Compliant</i> |
| Rule: 3301-32:03 Individual used in ratio | <i>Compliant</i> |
| Rule: 3301-32:03 Maintaining Ohio Professional Registry Profile | <i>Compliant</i> |
| Rule: 3301-32:03 Staff minimum requirements | <i>Compliant</i> |
| Rule: 3301-32:03 Licensing orientation training | <i>Compliant</i> |
| Rule: 3301-32:03 In-service hour requirement | <i>Compliant</i> |
| Rule: 3301-32:09 Written discipline policy requirements | <i>Compliant</i> |
| Rule: 3301-32:09 Staff receive discipline policy | <i>Compliant</i> |
| Rule: 3301-32:10 Transportation policies | <i>Compliant</i> |
| Rule: 3301-32:05 Written curriculum requirements | <i>Compliant</i> |



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| Rule: 3301-32:05 Equitable activities, materials and equipment | <i>Compliant</i> |
| Rule: 3301-32:03 Staff medical statement | <i>Compliant</i> |
| Rule: 3301-32:03 Required background checks | <i>Compliant</i> |
| Rule: 3301-32:03 Medication administration training | <i>Compliant</i> |
| Rule: 3301-32:03 Annual in-service requirements | <i>Compliant</i> |
| Rule: 3301-32-03 Approved trainer requirements | <i>Compliant</i> |
| Rule: 3301-32:03 Staff with required health and safety training | <i>Compliant</i> |
| Rule: 3301-32:04 Annual fire inspection | <i>Compliant</i> |
| Rule: 3301-32:04 Indoor space | <i>Compliant</i> |
| Rule: 3301-32:09 Written discipline policy: Exclusions | <i>Compliant</i> |
| Rule: 3301-32:09 Discipline restrictions | <i>Compliant</i> |
| Rule: 3301-32:07 Policies for providing meals | <i>Compliant</i> |
| Rule: 3301-32:09 Staff responsibility for discipline | <i>Compliant</i> |
| Rule: 3301-32:07 Personnel trained in sanitary procedures | <i>Compliant</i> |
| Rule: 3301-32:05 Written curriculum: Adapted for children with disabilities | <i>Compliant</i> |
| Rule: 3301-32:05 Materials and equipment | <i>Compliant</i> |
| Rule: 3301-32:06 Individual child registration | <i>Compliant</i> |
| Rule: 3301-32-06 Individual child injury report | <i>Compliant</i> |



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| Rule: 3301-32-06 Injury report log | <i>Compliant</i> |
| Rule: 3301-32-06 Individual child transportation plan | <i>Compliant</i> |
| Rule: 3301-32-06 Individual child medical needs | <i>Compliant</i> |
| Rule: 3301-32-06 Attendance records | <i>Compliant</i> |
| Rule: 3301-32:07 Snack served from two of the five basic food groups | <i>Compliant</i> |
| Rule: 3301-32:07 Program meal and snack policies and requirements | <i>Compliant</i> |
| Rule: 3301-32:07 Menu requirements | <i>Compliant</i> |
| Rule: 3301-32:07 Handwashing | <i>Compliant</i> |
| Rule: 3301-32:07 Special dietary needs | <i>Compliant</i> |
| Rule: 3301-32:07 Program personnel informed of children's allergies | <i>Compliant</i> |
| Rule: 3301-32:07 Safe drinking water | <i>Compliant</i> |
| Rule: 3301-32:07 Food served | <i>Compliant</i> |
| Rule: 3301-32:07 Safe food storage | <i>Compliant</i> |
| Rule: 3301-32:07 Screen time during meal or snack time | <i>Compliant</i> |
| Rule: 3301-32:07 USDA Sponsor Violation | <i>Compliant</i> |
| Rule: 3301-32:07 Parent provided snack requirements | <i>Compliant</i> |
| Rule: 3301-32:08 Children observed for communicable disease upon arrival | <i>Compliant</i> |
| Rule: 3301-32:08 Communicable Disease Policy: Symptoms of illness for isolation and discharge | <i>Compliant</i> |



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| Rule: 3301-32:08 Communicable Disease Policy: Ill child isolation requirements | <i>Compliant</i> |
| Rule: 3301-37:10 Discipline policy/ behavior management communication and written consent to parent | <i>Compliant</i> |
| Rule: 3301-32:10 Program policies | <i>Compliant</i> |
| Rule: 3301-32:10 Staff/parent communication | <i>Compliant</i> |
| Rule: 3301-32:10 Field trip policies | <i>Compliant</i> |
| Rule: 3301-32:10 Program evaluation | <i>Compliant</i> |
| Rule: 3301-32:10 Staff record policies | <i>Compliant</i> |
| Rule: 3301-32:10 Volunteer policies | <i>Compliant</i> |
| Rule: 3301-32:10 Nondiscrimination policies | <i>Compliant</i> |
| Rule: 3301-32:10 Parent handbook | <i>Compliant</i> |
| Rule: 3301-32:10 Staff policies | <i>Compliant</i> |
| Rule: 3301-32:10 Child Data Privacy | <i>Compliant</i> |