



Program Details		
Program Type: School Age Child Care	Program Name: Legacy Academy of Excellence	Program Number: 1230027487
Address: 2283 Sunbury Rd  Columbus OH 43219		County: FRANKLIN
Organization Name: Legacy Academy of Excellence	Org IRN: 020091	Site IRN: 020091

Inspection Information		
Inspection Type Amendment - change of location	Inspection Scope: Full	Inspection Notice: Unannounced
Visit Date: 01/24/2024	Begin Time: 3:00 PM	End Time: 3:45 PM
Visit Date: 02/22/2024	Begin Time: 2:30 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: 81	Number of Rules with Non-Compliances: 6	
Serious Risk Non-Compliances: 0	Moderate Risk Non-Compliances: 0	Low Risk Non-Compliances: 10

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

**No Moderate Risk Non-Compliances were observed during this inspection**

## Low Risk Non-Compliances

### Domain: 08 Staff Files

Rule: 3301-32:03 Annual orientation training requirement

Code: This rule requires the program policies and procedures be reviewed during an annual orientation training completed prior to or within 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. No staff files were available during the review.

Corrective Action Plan Due: 04/13/2024

### Domain: 08 Staff Files

Rule: 3301-32:03 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. No staff files were available for review

Corrective Action Plan Due: 04/13/2024

### Domain: 08 Staff Files

Rule: 3301-32:03 In-service hour 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.

Corrective Action Plan Due: 04/13/2024

### **Domain: 08 Staff Files**

Rule: 3301-32:03 Staff with required health and safety training

Code: This rule requires the program to ensure a person who has completed and is current with an approved course to recognize the common signs of communicable disease or other illness will observe each child daily as they enter the group and be readily available at all times.

Findings: During the inspection and review of staff files, at least one person onsite does not have a current course on the recognition of common signs of communicable disease from an approved provider. NO STAFF files were available for review

Corrective Action Plan Due: 04/13/2024

### **Domain: 08 Staff Files**

Rule: 3301-32:03 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.

Corrective Action Plan Due: 04/13/2024

### **Domain: 08 Staff Files**

Rule: 3301-32:03 Staff with required health and safety training

Code: This rule requires the program to ensure each staff member shall have current valid age appropriate first aid, age appropriate CPR, child abuse recognition and prevention, and management of communicable disease certification in accordance with rule 5101:2-12-10 of the Administrative Code. In-service training on age



appropriate first aid, age appropriate CPR, child abuse recognition and prevention, and management of communicable disease shall be updated according to the length of time required by the approved organization.

Findings: During the inspection and review of staff files, at least one person onsite does not have a current age appropriate course in first aid from an approved provider.

Corrective Action Plan Due: 04/13/2024

### **Domain: 09 Children's Files**

Rule: 3301-32:06 Individual child registration

Code: This rule requires that individual child records and registration shall be maintained and updated at least annually.

Findings: During the inspection and review of children's files, it was determined that all required registration information was not on file and updated at least annually. NO CHILDREN'S files were available for review.

Corrective Action Plan Due: 04/13/2024

### **Domain: 09 Children's Files**

Rule: 3301-32:06 Individual child registration

Code: This rule requires that the registration of each child include a signed parental permission slip for administration of medication and log of medication administration.

Findings: During the inspection and review of children's files, it was determined that the registration of each child did not include a signed parental permission slip for administration of medication and log of medication administration

Corrective Action Plan Due: 04/13/2024

### **Domain: 09 Children's Files**

Rule: 3301-32:06 Individual child registration

Code: This rule requires that the registration of each child include the telephone numbers of three authorized person(s) to take the child from the program in an event of an emergency.

Findings: During the inspection and review of children's files, it was determined that the registration of each child did not include the telephone numbers of three authorized person(s) to take the child from the program in an event of an emergency.

Corrective Action Plan Due: 04/13/2024

### **Domain: 10 Written Policies & Procedures**



Rule: 3301-32:10 Program policies

Code: This rule requires the program to develop and maintain written program policies and procedures that are consistent with the policies and procedures of the school district board of education. Such written policies and procedures shall include, but not necessarily be limited to, the following: (2) Ages of children served; (3) Hours and days of operation; (4) Admission and registration; (5) Fees and payment, if applicable;

Findings: During the inspection and policy review, the policies regarding ages of children served, hours and days of operation, admission and registration and fees and payment, if applicable, were not available.

Corrective Action Plan Due: 04/13/2024

### Rules in Compliance/Not Verified

<b>Rule: 3301-32:04 Safe handling, storage, and disposal of bio-contaminants</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Using cleaning supplies</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Furniture and equipment requirements</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Safe furniture and equipment</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Safe areas</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Program cleaning and sanitizing</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Outdoor play space</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Supervision plan policies</b>	<i>Compliant</i>
<b>Rule: 3301-32:05 Written philosophy and goals</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Discipline policy requirements</b>	<i>Not Verified</i>
<b>Rule: 3301-32:10 Food service policies</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Ill child policies</b>	<i>Not Verified</i>



<b>Rule: 3301-32:10 Medication administration policy requirements</b>	<i>Not Verified</i>
<b>Rule: 3301-32:10 Emergency procedures</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Training on emergency procedures</b>	<i>Not Verified</i>
<b>Rule: 3301-32:10 Emergency drill practice</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Child release policies</b>	<i>Not Verified</i>
<b>Rule: 3301-32:10 Reporting absences</b>	<i>Not Verified</i>
<b>Rule: 3301-32:03 Staff/child ratio</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Storage of belongings</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Access to facilities</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 First aid supplies</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Phone requirements</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Smoking prohibited</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Handwashing facilities</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 License and written compliance report posted</b>	<i>Compliant</i>
<b>Rule: 3301-32:08 Communicable Disease Policy: Exposure to a communicable disease</b>	<i>Not Verified</i>
<b>Rule: 3301-32:08 Communicable disease chart</b>	<i>Compliant</i>
<b>Rule: 3301-32:03 Second adult requirements</b>	<i>Compliant</i>
<b>Rule: 3301-32:03 Administrator onsite time</b>	<i>Compliant</i>



<b>Rule: 3301-32:03 Maintaining Ohio Professional Registry Profile</b>	<i>Not Verified</i>
<b>Rule: 3301-32:03 Staff minimum requirements</b>	<i>Not Verified</i>
<b>Rule: 3301-32:03 Licensing orientation training</b>	<i>Not Verified</i>
<b>Rule: 3301-32:09 Written discipline policy requirements</b>	<i>Not Verified</i>
<b>Rule: 3301-32:09 Staff receive discipline policy</b>	<i>Not Verified</i>
<b>Rule: 3301-32:05 Written curriculum requirements</b>	<i>Compliant</i>
<b>Rule: 3301-32:05 Equitable activities, materials and equipment</b>	<i>Compliant</i>
<b>Rule: 3301-32:03 Staff medical statement</b>	<i>Not Verified</i>
<b>Rule: 3301-32:03 Required background checks</b>	<i>Not Verified</i>
<b>Rule: 3301-32:03 Medication administration training</b>	<i>Not Verified</i>
<b>Rule: 3301-32:03 Annual in-service requirements</b>	<i>Not Verified</i>
<b>Rule: 3301-32-03 Approved trainer requirements</b>	<i>Not Verified</i>
<b>Rule: 3301-32:04 Annual fire inspection</b>	<i>Compliant</i>
<b>Rule: 3301-32:04 Indoor space</b>	<i>Compliant</i>
<b>Rule: 3301-32:09 Written discipline policy: Exclusions</b>	<i>Not Verified</i>
<b>Rule: 3301-32:09 Discipline restrictions</b>	<i>Not Verified</i>
<b>Rule: 3301-32:07 Policies for providing meals</b>	<i>Not Verified</i>
<b>Rule: 3301-32:09 Staff responsibility for discipline</b>	<i>Compliant</i>



<b>Rule: 3301-32:07 Personnel trained in sanitary procedures</b>	<i>Compliant</i>
<b>Rule: 3301-32:05 Materials and equipment</b>	<i>Compliant</i>
<b>Rule: 3301-32:05 Materials and equipment</b>	<i>Compliant</i>
<b>Rule: 3301-32:06 Individual child registration</b>	<i>Not Verified</i>
<b>Rule: 3301-32-06 Individual child injury report</b>	<i>Not Verified</i>
<b>Rule: 3301-32-06 Injury report log</b>	<i>Compliant</i>
<b>Rule: 3301-32-06 Individual child transportation plan</b>	<i>Not Verified</i>
<b>Rule: 3301-32-06 Individual child medical needs</b>	<i>Not Verified</i>
<b>Rule: 3301-32-06 Attendance records</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Snack served from two of the five basic food groups</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Program meal and snack policies and requirements</b>	<i>Not Verified</i>
<b>Rule: 3301-32:07 Menu requirements</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Handwashing</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Special dietary needs</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Program personnel informed of children's allergies</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Safe drinking water</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Food served</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Safe food storage</b>	<i>Compliant</i>





<b>Rule: 3301-32:07 Screen time during meal or snack time</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 USDA Sponsor Violation</b>	<i>Compliant</i>
<b>Rule: 3301-32:07 Parent provided snack requirements</b>	<i>Compliant</i>
<b>Rule: 3301-32:08 Communicable Disease Policy: Symptoms of illness for isolation and discharge</b>	<i>Not Verified</i>
<b>Rule: 3301-32:08 Communicable Disease Policy: Ill child isolation requirements</b>	<i>Not Verified</i>
<b>Rule: 3301-37:10 Discipline policy/ behavior management communication and written consent to parent</b>	<i>Not Verified</i>
<b>Rule: 3301-32:11 Program license application</b>	<i>Compliant</i>
<b>Rule: 3301-32:11 Program application requirements</b>	<i>Compliant</i>
<b>Rule: 3301-37:11 Program amendment submitted</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Staff/parent communication</b>	<i>Not Verified</i>
<b>Rule: 3301-32:10 Field trip policies</b>	<i>Not Verified</i>
<b>Rule: 3301-32:10 Program evaluation</b>	<i>Not Verified</i>
<b>Rule: 3301-32:10 Nondiscrimination policies</b>	<i>Not Verified</i>
<b>Rule: 3301-32:10 Parent handbook</b>	<i>Compliant</i>
<b>Rule: 3301-32:10 Staff record policies</b> Documenting Statement: During the inspection and policy review, the program does not maintain individual staff records.	<i>Not Verified</i>
<b>Rule: 3301-32:10 Staff policies</b>	<i>Not Verified</i>
<b>Rule: 3301-32:11 OCLQS not maintained</b>	<i>Compliant</i>



**Rule: 3301-32:10 Child Data Privacy**

*Not Verified*