

Licensing Inspection Full Report

Program Details		
Program Type: Pre School	Program Name: Westwood Elementary School	Program Number: 1250031860
Address: 13738 Caves Rd Novelty OH 44072		County: GEauga
Organization Name: West Geauga Local	Org IRN: 047225	Site IRN: 040857

Inspection Information		
Inspection Type Provisional	Inspection Scope: Full	Inspection Notice: Unannounced
Visit Date: 10/16/2025	Begin Time: 12:30 PM	End Time: 3:00 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: 177	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 Staff with required health and safety trainings

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.

Rules in Compliance/Not Verified

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: 5180-37:03 Written philosophy and goals	Compliant
Rule: 5180-37:02 Written compliance report posted	Compliant
Rule: 5180-37:04 Staff supervision	Compliant

Rule: 5180-37:03 Daily Schedule	<i>Compliant</i>
Rule: 5180-37:04 Annual in-service requirements	<i>Compliant</i>
Rule: 5180-37:04 Director onsite fifty percent of operating hours	<i>Compliant</i>
Rule: 5180-37:04 Staff Non-Discrimination	<i>Compliant</i>
Rule: 5180-37:04 Program operation	<i>Compliant</i>
Rule: 5180-37:04 Director qualifications	<i>Compliant</i>
Rule: 5180-37:04 Administrator rules training	<i>Compliant</i>
Rule: 5180-37:04 Director responsibilities	<i>Compliant</i>
Rule: 5180-37:04 Lead teacher assigned	<i>Compliant</i>
Rule: 5180-37:04 Public preschool general education teacher requirements	<i>Compliant</i>
Rule: 5180-37:04 Special education teacher requirements	<i>Compliant</i>
Rule: 5180-37:04 Individuals used in ratio	<i>Compliant</i>
Rule: 5180-37:04 Staff minimum requirements	<i>Compliant</i>
Rule: 5180-37:04 Orientation training	<i>Compliant</i>
Rule: 5180-37:04 Non-guilty non-conviction statement	<i>Compliant</i>
Rule: 5180-37:04 Required background checks	<i>Compliant</i>
Rule: 5180-37:04 Staff Medical statement	<i>Compliant</i>
Rule: 5180-37:04 Substitute requirements	<i>Compliant</i>
Rule: 5180-37:04 Background check updates	<i>Compliant</i>

Rule: 5180-37:04 Preschool special education law requirements	Compliant
Rule: 5180-37:04 Ratio and Group size: Integrated classroom	Compliant
Rule: 5180-37:04 Intervention specialist caseload	Compliant
Rule: 5180-37:04 Approved trainer requirements	Compliant
Rule: 5180-37:04 Staff/child ratio maintained at all times	Compliant
Rule: 5180-37:04 Second adult requirements	Compliant
Rule: 5180-37:04 Ratio and Group size: General education or co-taught classroom	Compliant
Rule: 5180-37:04 Licensed staff in-service requirement	Compliant
Rule: 5180-37:04 Part-time staff in-service requirement	Compliant
Rule: 5180-37:04 Substitute providing IEP services	Compliant
Rule: 5180-37:06 Adequate first-aid supplies	Compliant
Rule: 5180-37:05 Safe play space available	Compliant
Rule: 5180-37:05 Annual fire inspection	Compliant
Rule: 5180-37:05 Outdoor play space	Compliant
Rule: 5180-37:05 Exclusive use of preschool space	Compliant
Rule: 5180-37:05 Phone available	Compliant
Rule: 5180-37:05 Electrical outlets	Compliant
Rule: 5180-37:05 Play space free of hazards	Compliant

Rule: 5180-37:05 Center cleaning and sanitizing	Compliant
Rule: 5180-37:05 Children supervised during travel times	Compliant
Rule: 5180-37:05 Ratio maintained at all times	Compliant
Rule: 5180-37:05 Public access areas	Compliant
Rule: 5180-37:05 Square footage and maximum capacity	Compliant
Rule: 5180-37:05 Smoking prohibited	Compliant
Rule: 5180-37:06 Materials selected independently	Compliant
Rule: 5180-37:06 Safe handling, storage, and disposal of bio-contaminants	Compliant
Rule: 5180-37:05 Indoor space minimum requirements	Compliant
Rule: 5180-37:06 Cleaning and sanitizing supplies	Compliant
Rule: 5180-37:06 Electrical fans	Compliant
Rule: 5180-37:06 Safe and sanitary equipment and materials	Compliant
Rule: 5180-37:06 Protective Mats	Compliant
Rule: 5180-37:06 Potty chair requirements	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 Immunization records and emergency medical authorization requirements	Compliant
Rule: 5180-37:07 Policies address children's cumulative records	Compliant
Rule: 5180-37:07 Developmentally appropriate program planning	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 Admission procedures	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 Parent Roster permission	Compliant
Rule: 5180-37:07 Medical and dental emergency procedure posting	Compliant
Rule: 5180-37:07 Written procedures for incident and injury reporting	Compliant
Rule: 5180-37:04 Fluoride supplements	Compliant
Rule: 5180-37:07 First-aid Facilities and Materials	Compliant
Rule: 5180-37:07 Parent permission for topical products	Compliant

Rule: 5180-37:07 Handwashing and disposable towels or air hand dryer available	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 Swimming permission	Compliant
Rule: 5180-37-08 List of allergies and treatment	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 Family Educational Rights and Privacy Act	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: 5180-37:09 Choice of two required food groups for snack	Compliant
Rule: 5180-37:09 Modified diet accommodations	Compliant
Rule: 5180-37:09 Nutritious snack choices provided to parents	Compliant
Rule: 5180-37:09 Screen time during meal or snack time	Compliant
Rule: 5180-37:09 Snack nutritional requirements	Compliant
Rule: 5180-37:09 Snack service time	Compliant
Rule: 5180-37:10 Discipline restrictions	Compliant
Rule: 5180-37:10 Reporting abuse policy	Compliant
Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation and discharge	Compliant
Rule: 5180-37:11 Communicable Disease Policy: Parent notification of illness	Compliant
Rule: 5180-37:10 Written discipline policy requirements	Compliant
Rule: 5180-37:11 Communicable disease chart posted	Compliant
Rule: 5180-37:11 Communicable Disease Policy: Ill child isolation requirements	Compliant
Rule: 5180-37:10 Staff responsibility for discipline	Compliant
Rule: 5180-37:11 Children observed for communicable disease upon	Compliant
Rule: 5180-37:09 Use of powdered milk	Compliant
Rule: 5180-37:11 Communicable Disease Policy: Symptoms of illness for isolation	Compliant

Rule: 5180-37:10 Staff receive discipline policy	<i>Compliant</i>
Rule: 5180-37:10 Discipline policy/ behavior management communication and written consent to parent	<i>Compliant</i>
Rule: 5180-37:09 Policy regarding providing food when parent does not provide it	<i>Compliant</i>
Rule: 5180-37:10 Discipline policy ensures well being of individuals	<i>Compliant</i>
Rule: 5180-37:12 Diapering requirements	<i>Compliant</i>
Rule: 5180-37:11 Communicable disease policy: Training staff	<i>Compliant</i>
Rule: 5180-37:11 Communicable Disease Policy: Mildly ill child	<i>Compliant</i>
Rule: 5180-37:11 Communicable Disease Policy: Readmitting an ill child	<i>Compliant</i>
Rule: 5180-37:11 Communicable Disease Policy: Exposure to a communicable disease	<i>Compliant</i>
Rule: 5180-37:12 Diaper storage	<i>Compliant</i>
Rule: 5180-37:12 Soiled diapers storage/laundering	<i>Compliant</i>
Rule: 5180-37:08 Child medical statement	<i>Compliant</i>