



## Center Complaint Inspection Summary Report

All licensed child care programs are inspected at least once each year. Non-compliances are documented and grouped as Serious, Moderate or Low risk violations. Documenting statements and supplemental information may be included in this report. Licensing inspection reports from the previous three years can be viewed on the child care website at <http://jfs.ohio.gov/CDC/childcare.stm>. This includes complaint investigation reports with substantiated allegations. For any other child care records, please contact the Child Care Help Desk at 1-877-302-2347, option 4.

| Program Details                                    |                              |                                   |
|--|------------------------------|-----------------------------------|
| Program Name<br>Kid Friendly Academy               | Program Number<br>2200023399 | Program Type<br>Child Care Center |
| Address<br>30840 Lakeshore Blvd Willowick OH 44095 |                              | County<br>LAKE                    |

| Inspection Information       |                              |                             |                                  |
|------------------------------|------------------------------|-----------------------------|----------------------------------|
| Inspection Type<br>Complaint |                              | Inspection Scope<br>Partial | Inspection Notice<br>Unannounced |
| Reviewer(s) DIANE TRACZYK    | Inspection Day<br>03/21/2024 | Begin Time<br>11:00 AM      | End Time<br>1:00 PM              |

| Summary of Findings     |                                     |                       |                        |                   |
|-------------------------|-------------------------------------|-----------------------|------------------------|-------------------|
| No. Rules Verified<br>5 | No. Rules with Non-compliances<br>1 | No. Serious Risk<br>0 | No. Moderate Risk<br>0 | No. Low Risk<br>2 |

| Staff-Child Ratios at the Time of Inspection |                          |                |         |
|--|--------------------------|----------------|---------|
| Group  | Age Group/Range          | Ratio Observed | Comment |
| Infant 2                                     | 0 to < 12 months         | 1 to 5         |         |
| Toddler 1                                    | 18 months to < 30 months | 1 to 5         |         |
| Preschool                                    | 3 years to < 4 years     | 1 to 12        |         |
| Pre-K  | 4 years to < 5 years     | 1 to 10        |         |
| Toddler 2                                    | 18 months to < 30 months | 2 to 12        |         |
| Infant 1                                     | 0 to < 12 months         | 2 to 4         |         |



### Complaint Allegations

*If a program disagrees with a licensing finding, the program may request a review of the finding(s). Ohio Administrative Code 5101:2-12-03 and 5101:2-13-03 detail the process for submitting a request for review. 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 or moderate risk non-compliance is cited.*

**No Complaints were observed during this inspection.**

### Summary of Additional Non-Compliances

#### Serious Risk Non-Compliances

**No Additional Serious Risk Non-Compliances were observed during this inspection**

#### Moderate Risk Non-Compliances

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



### Low Risk Non-Compliances

#### Domain:01 Ratio & Supervision

Rule: 5101:2-12-18 Attendance Records

Code: The program is required to have a method for tracking the children in each group. The tracking method must be updated throughout the day and kept with the group at all times.

Findings: During the inspection, it was determined that the attendance or method for tracking children in each group did not meet the requirements of the rule as noted in number 4 below:

1. There was no method in place;
2. The method did not include each child's name;
3. The method did not include each child's date of birth;
4. The attendance or tracking method did not remain with the group at all times;
5. The tracking method was not updated throughout the day as children entered or left the group.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 05/05/2024

#### Domain:01 Ratio & Supervision

Rule: 5101:2-12-18 Attendance Records

Code: The program is required to maintain a record of the arrival and departure of each child. The program is also required to retain the original attendance record at the center for a period of one year.

Findings: During the inspection, it was determined the program did not meet the requirements for keeping an attendance record as listed in numbers 2 & 7 below:

1. No attendance record was being maintained.
2. The attendance record was not being consistently completed.
3. The record did not include the name of at least one child.
4. The record did not include the birth date of at least one child.
5. The record did not include the assigned group.
6. The record did not include the child's weekly schedule.
7. The record did not include the time (hours and minutes) of each child's arrival and departure to the program, including transportation by the program.
8. The original attendance record was not kept at the program for a period of one year.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 05/05/2024



Department of Education  
Department of Job and Family Services