



## Center Licensing Inspection Full 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>Right At School at Richmond Heights Elementary | Program Number<br>2220026370         | Program Type<br>Child Care Center |                   |
| Address<br>447 Richmond Rd Richmond Heights OH 44143           |                                      | County<br>CUYAHOGA                |                   |
| Building Approval Date   | Use Group/Code                       | Occupancy Limit                   | Maximum Under 2 ½ |
| Fire Inspection Approval Date                                  | Food Service Risk Level<br>Level III |                                   |                   |

| Inspection Information        |                          |                                  |
|-------------------------------|--------------------------|----------------------------------|
| Inspection Type<br>Annual     | Inspection Scope<br>Full | Inspection Notice<br>Unannounced |
| Inspection Date<br>03/06/2024 | Begin Time<br>6:55 AM    | End Time<br>8:27 AM              |
| Reviewer:<br>Tamela Green     |                          |                                  |

| Summary of Findings      |                                     |                       |                        |                   |
|--------------------------|-------------------------------------|-----------------------|------------------------|-------------------|
| No. Rules Verified<br>58 | No. Rules with Non-compliances<br>2 | No. Serious Risk<br>0 | No. Moderate Risk<br>0 | No. Low Risk<br>2 |

| License Capacity and Enrollment at the Time of Inspection |                  |            |           |       |
|---|------------------|------------|-----------|-------|
| Age Group   | License Capacity | Enrollment |           |       |
|   | Totals           | Full Time  | Part Time | Total |
| Infant ( Birth to < 18 m)                                 |                  | 0          | 0         | 0     |
| Young Toddler   |                  | 0          | 0         | 0     |
| <b>Total Under 2 ½ Years</b>                              | 0                | 0          | 0         | 0     |
| Older Toddler   |                  | 0          | 0         | 0     |
| Preschool   |                  | 0          | 0         | 0     |
| School Age  |                  | 0          | 22        | 22    |
| <b>Total Capacity/Enrollment</b>                          | 228              | 0          | 22        | 22    |

| Staff-Child Ratios at the Time of Inspection |                 |                |         |
|--|-----------------|----------------|---------|
| Group  | Age Group/Range | Ratio Observed | Comment |



|    |                          |         |                      |
|----|--------------------------|---------|----------------------|
| sa | School-Age to < 11 years | 1 to 1  | at arrival           |
| sa | School-Age to < 11 years | 2 to 13 | at end of am session |

### Summary of Non-Compliances

*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.*

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

Rule: 5101:2-12-15 Medical/Physical Care Plans

Code: The program is required to ensure that there is at least one child care staff member who has signed the JFS 01236 "Child Medical/Physical Care Plan for Child Care" caring for the child at all times when a child with a health condition is present.

Finding: During the inspection, it was determined a child with a condition that required a JFS 01236 "Child Medical/Physical Care Plan" had been present and the program did not ensure there was at least one child care staff member caring for the child at all times who had signed the JFS 01236 on the child's condition. Provide staff training. Submit the program's corrective action plan, which includes a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 04/05/2024

**Domain: 09 Children's Files**

Rule: 5101:2-12-15 Child Medical and Enrollment Records

Code: The program is required to use the updated JFS 01234 "Child Enrollment and Health Information For Child Care".

Finding: In review of 25% of the children's records, it was determined that information had not been secured from the parent/guardian on the JFS 01234 "Child Enrollment and Health Information For Child Care", as required, for the items in number(s) 4,6,10 below.

1. No enrollment form was completed for at least one child
2. The current JFS 01234 was not completed for at least one child
3. Complete child information
4. Complete parent information
5. Complete emergency contact information
6. Complete physician information
7. Information regarding the parent list
8. Health information
9. Additional information for all boxes checked "yes"
10. Emergency transportation information
11. Parent/guardian's signature
12. Diapering Statement
13. Acknowledgement of Policies and Procedures
14. Enrollment form for at least one child was not updated by either the parent or the administrator
15. Enrollment form for at least one child was not signed by the administrator
16. Other [ ]

Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.



**Rules In-Compliance/Not Verified**

| Rule  | Status    | Documenting Statement(s), If applicable  |
|---|-----------|--|
| Rule: 5101:2-12-02 License Posted                 | Compliant | Documenting Statement: The license was in a location visible to parents as required.                                       |
| Rule: 5101:2-12-02 Current Information            | Compliant | Documenting Statement: The program had current information entered in the Ohio Child Licensing and Quality System (OCLQS). |
| Rule: 5101:2-12-03 Inspection Requirements        | Compliant |  |
| Rule: 5101:2-12-04 Building Department Inspection | Compliant | Documenting Statement: This program serves only school age children in a public or chartered non-public school building.   |
| Rule: 5101:2-12-04 Fire Inspection                | Compliant | Documenting Statement: This program serves only school age children in a public or chartered non-public school building.   |
| Rule  | Status    | Documenting Statement(s), If applicable  |



| Rule: 5101:2-12-04 Food Service Requirements                        | Compliant | Documenting Statement: The program has obtained a food service exemption status from the local health department.   |
|---|-----------|---|
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-07 Administrator Qualifications                           | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-07 Administrator Responsibilities/Requirements      | Compliant | Documenting Statement: The administrator's hours of availability to meet with parents were posted in a noticeable location.   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-07 Written Program Policies and Procedures          | Compliant | Documenting Statement: No changes have been made to the written policies and procedures since it was last approved by this Department.  |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-08 Medical Statement                                | Compliant | Documenting Statement: All employees had current medical statements on file.  |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-08 Orientation Training & Whistle Blower Protection | Compliant | Documenting Statement: On the day of the inspection, all child care staff members had met orientation training requirements.  |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-09 Background Check Requirements                    | Compliant | Documenting Statement: During the inspection, the required documentation regarding background checks was on file for all employees listed.  |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-10 Health Training Requirements                     | Compliant | Documenting Statement: The program had at least one Child Care Staff Member with currently valid training in First Aid, Management of Communicable Disease, CPR, and Child Abuse Prevention present |



|   |           | and readily accessible during all hours of operation.   |
|---|-----------|---|
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-10 Professional Development Requirements    | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-11 Indoor Space Requirements                | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-11 Outdoor Space Requirements         | Compliant | Documenting Statement: The outdoor play space was not viewed or inspected during this inspection due to [snow covering; rain during the inspection; rain.                           |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-12 Safe Equipment                     | Compliant | Documenting Statement: Equipment was observed to be in good condition.  |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-12 Safe Environment                   | Compliant | Documenting Statement: A safe environment was observed during the inspection. Children were protected from items and conditions which threaten their health, safety and well-being. |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-13 Sanitary Equipment and Environment | Compliant | Documenting Statement: During the inspection, the equipment was observed clean and in good repair.  |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-13 Handwashing Requirements           | Compliant | Documenting Statement: Children were viewed washing their hands, as required by the rule.   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
| 5101:2-12-13 Smoke Free Environment                   | Compliant |   |
| Rule  | Status    | Documenting Statement(s), If applicable   |
|   |           |   |



|  |               |   |
|--|---------------|---|
| Rule: 5101:2-12-16 Medical, Dental, and General Emergency Plan | Compliant     | Documenting Statement: On the day of the inspection, the complete prescribed JFS 01242 "Medical, Dental, and General Emergency Plan For Child Care" were posted in the program as required. |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-16 Emergency Drills                            | Compliant     | Documenting Statement: Documentation for completed fire, weather, and emergency/lockdown drills was verified during this inspection.  |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-16 First Aid/Standard Precautions              | Compliant     | Documenting Statement: During the inspection, the program had complete first aid kits available as required.  |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-16 Management of Communicable Disease          | Compliant     | Documenting Statement: During the inspection the requirements regarding the isolation of a child suspected of having a communicable disease were discussed, but not observed.               |
| Rule: 5101:2-12-16 Management of Communicable Disease          | Compliant     | Documenting Statement: The JFS 08087 "Communicable Disease Chart" was posted and was readily available to staff and parents.  |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-16 Incident/Injury Reporting                   | Compliant     | Documenting Statement: The requirements for completing JFS 01299 "Incident/Injury Report For Child Care" reports were discussed during the inspection.                                      |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-17 Daily Schedule                              | Compliant     | Documenting Statement: Daily schedules were observed posted.  |
| <b>Rule</b>  | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>  |
| Rule: 5101:2-12-17 Materials and Equipment                     | Compliant     | Documenting Statement: Sufficient equipment was observed in all categories.   |



| Rule                                  | Status    | Documenting Statement(s), If applicable   |
|---------------------------------------|-----------|---|
| 5101:2-12-18 License Capacity         | Compliant |   |
| Rule                                  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-18 Ratio              | Compliant | Documenting Statement: The Appendix A "Staff/Child Ratios, Age Grouping and Maximum Group Size" was posted in a noticeable area at the program as required.   |
| Rule: 5101:2-12-18 Ratio              | Compliant | Documenting Statement: Staff/child ratios observed during the inspection were in compliance.  |
| Rule                                  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-18 Group Size         | Compliant | Documenting Statement: The group sizes observed on the day of the inspection were in compliance.  |
| Rule                                  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-18 Attendance Records | Compliant | Documenting Statement: During the inspection, attendance records were reviewed. Child Care Staff Members were viewed recording the attendance for each child upon arrival and departure. All attendance records met the requirements of the rule and were kept with the group at all times. |
| Rule                                  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-19 Supervision        | Compliant | Documenting Statement: School children were observed running errands, using the restroom, or engaging in short term activities under proper supervision.  |
| Rule                                  | Status    | Documenting Statement(s), If applicable   |
| Rule: 5101:2-12-19 Child Guidance     | Compliant | Documenting Statement: Appropriate child guidance techniques and practices were observed being used during the inspection.  |





| Rule  | Status    | Documenting Statement(s), If applicable   |
|---|-----------|---|
| Rule: 5101:2-12-22 Meal and Snack Requirements                      | Compliant | Documenting Statement: Snacks were provided at intervals as required by this rule.  |
| Rule: 5101:2-12-22 Safe Food Handling/Storage                       | Compliant |   |
| Rule: 5101:2-12-25 Medication Administration                        | Compliant | Documenting Statement: There were no children on medication at the time of the inspection; however, the method of storage and practices for the administration were reviewed. |
| Rule: 5101:2-12-08 Child Care Staff Member Educational Requirements | Compliant | Documenting Statement: All Child Care Staff Members had verification of educational requirements on file at the program.  |
| Rule: 5101:2-12-16 Written Disaster Plan                            | Compliant | Documenting Statement: Annual training of the written disaster plan was completed by staff.   |