Department of Children & Youth

Licensing Inspection Full Report

All licensed early care and education programs are inspected at least once each year. Non-compliances are documented and grouped by risk level. Documenting statements, technical assistance provided and supplemental information may be included in this report. Licensing inspection reports from the previous three years can be viewed on the Department of Children & Youth website at https://childcaresearch.ohio.gov/ . This includes complaint investigation reports with substantiated allegations. For any other early care and education records, please contact the Family and Customer Support Center at 1-844-234-5437.

Program Details		
Program Name Primrose School of Pickerington	Program Number 2220026245	Program Type Child Care Center
Address 131 Clint Drive Pickerington OH 43147		County FRANKLIN

Inspection Information			
Inspection Type Annual	Inspection Scope Full	Inspection Method On-site Inspection	Inspection Notice Unannounced
Inspection Date 07/29/2026	Begin Time 9:30 AM	End Time 4:00 PM	Reviewer: LISA NUTTER
Inspection Date 07/31/2026	Begin Time 8:25 AM	End Time 10:00 AM	Reviewer: LISA NUTTER

Summary of Findings			
No. Requirements Verified 67	No. Requirements with Non-compliances 8		No. Requirements Compliant 56
No. Serious Risk 0	No. Moderate Risk Findings 2	No. Other Non-compliance Findings 7	No. Technical Assistance Provided 7

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)		28	0	28
Young Toddler		21	0	21
Total Under 2 ½ Years	68	49	0	49
Older Toddler		10	0	10
Preschool		60	0	60
School Age		58	0	58
Total Capacity/Enrollment	194	128	0	177

Ohio Department of Children & Youth

Staff-Child Ratios at the Time of Inspection				
Group	**Age Group/Range**	**Ratio Observed**	**Compliance**	**Comment**
older infant	12 months to < 18 months	2 to 11	In Compliance	9:30 AM
older infant	12 months to < 18 months	2 to 11	In Compliance	1:05 PM
PS 1	3 years to < 4 years	2 to 20	In Compliance	9:30 AM
PS 1	3 years to < 4 years	1 to 24	In Compliance	1:05 PM naptime
young infant	0 to < 12 months	1 to 4	In Compliance	1:05 PM
young infant	0 to < 12 months	1 to 5	In Compliance	9:30 AM
young infant 2	0 to < 12 months	2 to 9	In Compliance	9:30 AM
young infant 2	0 to < 12 months	3 to 10	In Compliance	1:05 PM
toddler	18 months to < 30 months	1 to 11	In Compliance	1:05 PM naptime
toddler	18 months to < 30 months	2 to 11	In Compliance	9:30 AM- outdoor play
early preschool	18 months to < 30 months	1 to 10	In Compliance	1:05 PM- naptime
early preschool	18 months to < 30 months	2 to 10	In Compliance	9:30 AM- outodoor play
preschool pathways	30 months to < 36 months	2 to 12	In Compliance	9:30 AM
preschool pathways	30 months to < 36 months	1 to 12	In Compliance	1:05 PM Naptime
PS 2	3 years to < 4 years	1 to 12	In Compliance	1:05 PM naptime
PS 2	3 years to < 4 years	2 to 15	In Compliance	9:30 AM
PK 1	4 years to < 5 years	1 to 11	In Compliance	9:30 AM- outdoor play
PK 1	4 years to < 5 years	1 to 11	In Compliance	1:05 PMN naptime
PK 2	School-Age to < 11 years	2 to 16	In Compliance	9:30 AM- kindergarten group
PK 2	School-Age to < 11 years	1 to 15	In Compliance	1:05 PM Naptime

school age	School-Age to < 11 years	2 to 25	In Compliance	9:30 AM
school age	School-Age to < 11 years	3 to 17	In Compliance	10:30 AM- Group A leaving for fieldtrip
school age	School-Age to < 11 years	1 to 9	In Compliance	1:05 PM Group B

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 5180:2-12-03, 5180:2-13-03, 5180:2-19-10 and 5180:2-20-02 detail the process for submitting a request for review. The request for review must be submitted within ten business days from the receipt of the licensing report. In addition, if the program is Step Up To Quality rated, the rating may be impacted if a serious or moderate risk non-compliance is cited.

Serious Risk Non-Compliances

A serious risk non-compliance is a licensing rule violation that has the potential to lead to a great risk of harm to a child and is observable and/or based on facts.

No serious risk non-compliances were observed during this inspection

Moderate Risk Non-Compliances

A moderate risk non-compliance is a licensing rule violation that has the potential to lead to a great risk of harm to a child and is observable and/or based on facts.

Domain: **01 Ratio & Supervision**

Rule: 5180:2-12-18 Ratio

Requirement: The program is required to maintain the appropriate staff to child ratio for each group served.

Finding: During the inspection, it was observed that ratios were not maintained at naptime.

The following was observed: Ratio was doubled while children were napping and there were not enough staff members in the building to meet staff/child ratio

Additional child care staff members must be hired or current child care staff members must be rescheduled to maintain compliance. 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: 09/02/2026

Domain: **09 Children's Files**

Rule: 5180:2-12-15 Child Health Care Plans

Requirement: The program is required to have a completed DCY 01236 or equivalent form on file at the program for any child having a health condition and must implement and/or follow instructions on the plan. The program is required to have staff trained to perform the procedures on the form present at the program when the child requiring the procedure is onsite. Only staff who have been trained shall be permitted to perform the procedures listed on the form.

Finding: In review of the children's records, it was determined the program did not meet the requirements for caring for at least one child, indicated on the Children's Records Review, with a condition that requires a DCY 01236 ""Health Care Plan Documentation & Permission to Administer Medication"" or equivalent form.

The following was observed: None of the child care staff trained on the form accompanied the child requiring the plan during a trip and the dosage instructions listed on the plan did not match the prescription label and there were no additional instructions from the physician.

Provide staff training. Submit the program's corrective action plan, which includes a copy of the completed DCY 01236 or equivalent form, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 09/02/2026

Other Non-Compliances

This section includes other rule violations that are observable and/or based on facts.

Domain: **00 License & Approvals**

Rule: 5180:2-12-02 Current Information

Requirement: The rule requires the program to keep their information current in the Ohio statewide licensing system.

Finding: During the inspection, it was determined that information was not up to date in the Ohio statewide licensing system.

The following information was not current: hours of operation

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

Corrective Action Plan Due: 09/02/2026

Domain: **01 Ratio & Supervision**

Rule: 5180:2-12-18 Ratio

Requirement: The program is required to post the staff to child ratios, age grouping, and maximum group size appendix in a noticeable area in the program.

Finding: During the inspection it was determined that Appendix A of this rule, “Staff/Child Ratios, Age Grouping and Maximum Group Size”, was not posted in a noticeable area in the program. Submit the program’s corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 09/02/2026

Domain: **01 Ratio & Supervision**

Rule: 5180:2-12-19 Supervision

Requirement: The program staff is required to supervise children in their assigned group by sight and hearing. Supervision includes being near enough to respond and reach children immediately including responding to the child's basic needs and protecting them from harm.

Finding: During the inspection, it was determined that children were not being properly supervised.

The following was observed: not all children were being adequately supervised in the preschool 1 group when outside on the "L" shaped playground.

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: 09/02/2026

Domain: **05 Health & Safety**

Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements

Requirement: The program is required to label individual bottles of water with each child's name.

Finding: During the inspection, it was determined that individual bottles of water were not labeled with each child's name. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 09/02/2026

Domain: **07 Diapering & Infant Care**

Rule: 5180:2-12-23 Infant Bottle and Food Preparation

Requirement: The program staff is required to label bottles containing formula or breast milk.

Finding: During the inspection, it was determined that bottles containing formula for a particular infant were not labeled with the child's name and date of preparation. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 09/02/2026

Domain: **07 Diapering & Infant Care**

Rule: 5180:2-12-20 Cribs - Safe Environment and Practices

Requirement: The program is required to label all cribs.

Finding: During the inspection, it was determined that at least one crib was not labeled with the child's name, as required by this rule. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 09/02/2026

Domain: **08 Staff Files**

Rule: 5180:2-12-10 Professional Development Requirements

Requirement: The program is required to ensure child care staff members, including substitutes used more than ninety days annually, obtain at least 6 hours of professional development each state fiscal year.

Finding: In review of the staff records, it was determined that at least one child care staff member did not meet the annual professional development requirement.

The following was observed: .child care staff members had not completed at least 6 hours of professsional development.

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

Corrective Action Plan Due: 09/02/2026

Domain: **01 Ratio & Supervision**
Rule: 5180:2-12-18 Ratio
Requirement:The program is required to post the staff to child ratios, age grouping, and maximum group size appendix in a noticeable area in the program.
Findings:During the inspection it was determined that Appendix A of this rule, "Staff/Child Ratios, Age Grouping and Maximum Group Size", was not posted in a noticeable area in the program. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/02/2026

Domain: **01 Ratio & Supervision**
Rule: 5180:2-12-18 Ratio
Requirement:The program is required to maintain the appropriate staff to child ratio for each group served.
Findings:During the inspection, it was observed that ratios were not maintained at naptime.
The following was observed: Ratio was doubled while children were napping and there were not enough staff members in the building to meet staff/child ratio
Additional child care staff members must be hired or current child care staff members must be rescheduled to maintain compliance. 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: 09/02/2026

Domain: **01 Ratio & Supervision**
Rule: 5180:2-12-19 Supervision
Requirement:The program staff is required to supervise children in their assigned group by sight and hearing. Supervision includes being near enough to respond and reach children immediately including responding to the child's basic needs and protecting them from harm.
Findings:During the inspection, it was determined that children were not being properly supervised.

The following was observed: not all children were being adequately supervised in the preschool 1 group when outside on the "L" shaped playground.

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: 09/02/2026

Domain: **05 Health & Safety**
Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements
Requirement:The program is required to label individual bottles of water with each child's name.
Findings:During the inspection, it was determined that individual bottles of water were not labeled with each child's name. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/02/2026

Domain: **07 Diapering & Infant Care**
Rule: 5180:2-12-20 Cribs - Safe Environment and Practices
Requirement:The program is required to label all cribs.
Findings:During the inspection, it was determined that at least one crib was not labeled with the child's name, as required by this rule. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/02/2026

Domain: **07 Diapering & Infant Care**
Rule: 5180:2-12-23 Infant Bottle and Food Preparation
Requirement:The program staff is required to label bottles containing formula or breast milk.
Findings:During the inspection, it was determined that bottles containing formula for a particular infant were not labeled with the child's name and date of preparation. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/02/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-10 Professional Development Requirements
Requirement:The program is required to ensure child care staff members, including substitutes used more than ninety days annually, obtain at least 6 hours of professional development each state fiscal year.
Findings:In review of the staff records, it was determined that at least one child care staff member did not meet the annual professional development requirement.
The following was observed: .child care staff members had not completed at least 6 hours of professsional development.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/02/2026

Domain: **09 Children's Files**

Rule: 5180:2-12-15 Child Health Care Plans
Requirement:The program is required to have a completed DCY 01236 or equivalent form on file at the program for any child having a health condition and must implement and/or follow instructions on the plan. The program is required to have staff trained to perform the procedures on the form present at the program when the child requiring the procedure is onsite. Only staff who have been trained shall be permitted to perform the procedures listed on the form.
Findings:In review of the children's records, it was determined the program did not meet the requirements for caring for at least one child, indicated on the Children's Records Review, with a condition that requires a DCY 01236 ""Health Care Plan Documentation & Permission to Administer Medication"" or equivalent form.

The following was observed: None of the child care staff trained on the form accompanied the child requiring the plan during a trip and the dosage instructions listed on the plan did not match the prescription label and there were no additional instructions from the physician.

Provide staff training. Submit the program's corrective action plan, which includes a copy of the completed DCY 01236 or equivalent form, to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/02/2026

Technical Assistance Provided

This section documents technical assistance provided to the program when the program demonstrated an overall level of compliance with a rule requirement.

Domain: 03 Postings & Equipment

Rule: 5180:2-12-16 Emergency Postings

Requirement: The program is required to post emergency phone numbers.

Findings: During the inspection, it was determined emergency numbers are not posted in all spaces used by children as required. Only 911 was listed for the squad number. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

Domain: 07 Diapering & Infant Care

Rule: 5180:2-12-20 Cribs - Placement

Requirement: The program is required to place cribs two feet apart when in use.

Findings: During the inspection, it was determined the program did not separate cribs at least two feet apart as required. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

Domain: 08 Staff Files

Rule: 5180:2-12-07 Administrator Responsibilities/Requirements

Requirement: The program administrator is required to maintain current employee records in the Ohio Professional Registry.

Findings: During the inspection, it was determined employment records are missing or incomplete in the OPR as required. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

Domain: 08 Staff Files

Rule: 5180:2-12-10 Health Training Requirements

Requirement: The program is required to have all child care staff members complete training in child abuse and neglect recognition and prevention within sixty days of hire. Staff must complete training in first aid and CPR within the first ninety days of hire.

Findings: During the inspection, it was determined staff have not completed health and safety training(s) as required. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

Domain: 09 Children's Files

Rule: 5180:2-12-15 Child Enrollment Records

Requirement: The program is required to have a completed and updated DCY 01234 "Child Enrollment and Health Information For Child Care" or equivalent form on file for each child enrolled.

Findings: During the inspection, it was determined the child's enrollment form is not complete or updated annually as required. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

Domain: 09 Children's Files

Rule: 5180:2-12-15 Child Immunization Records

Requirement: The program is required to have complete child immunization records on file.

Findings: During the inspection, it was determined child's immunization records were not on file or updated annually as required. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

Domain: 09 Children's Files

Rule: 5180:2-12-25 2026 Medication Storage

Requirement: The program is required to remove all medication, medical foods and topical products that are no longer being administered or have expired. The program is also required to maintain current documentation to administer medications, medical foods and topical products.

Findings: During the inspection, it was determined the program did not ensure medications or products were removed when they were no longer needed, expired, or had an expired prescription date, as required. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

In Compliance/Not Verified/Previously Verified/Not Applicable

This section documents rule requirements that were assessed as fully compliant, previously verified, not verified during this inspection or not applicable to the program.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-18 License Capacity	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-02 License Visible	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-03 Inspection Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-04 Building Department Inspection	Compliant	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-04 Fire Inspection	Compliant	Documenting Statement: Please Note: Documentation of a fire inspection without any uncorrected violations must be secured for the program. Secure a new fire inspection by 9/19/26.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-04 Food Service Requirements	Compliant	Documenting Statement: The food service license was observed posted. Following is the audit number and date of expiration: 430118005FOR 3/1/27.

Rule	Status	Documenting Statement(s), If applicable

5180:2-12-05 Denial, Revocation and Suspension	Not Applicable

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-07 Administrator Qualifications	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-07 Written Program Policies and Procedures	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-08 Child Care Staff Member Educational Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-08 Orientation Training & Whistle Blower Protection	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-09 Background Check Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-11 Indoor Space Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-11 Outdoor Space Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-11 Outdoor Play Equipment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-11 Outdoor Play Fall Zones	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-12 Safe Equipment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-12 Safe Environment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-13 Sanitary Equipment and Environment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-13 Handwashing Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-13 Smoke Free Environment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-14 Transportation and Field Trip Procedures	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-14 Transportation - Driver Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-14 Transportation - Vehicle Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-16 First Aid/Standard Precautions	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-16 Management of Communicable Disease	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-16 Incident/Injury Reporting	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-16 Emergency Preparedness and Response Plan	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-17 Daily Schedule	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-17 Materials and Equipment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-17 Daily Outdoor Play	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-18 Group Size	Compliant	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-18 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
5180:2-12-19 Child Guidance	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-21 Evening and Overnight Care	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-22 Fluid Milk Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-23 Infant Daily Care	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-22 Safe Food Handling/Storage	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-24 Swimming and Water Safety Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-16 Emergency Drills	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-21 Mobile Preschools	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-08 Staff Immunization Records	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-02 Amendments to the License	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cots and Napping - Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-15 Child Record Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-08 Staff TB Screening Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cots and Napping - Equipment and Environment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-22 Specialized Diets	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-23 Diapering and Toilet Training - Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-23 2026 Diapering and Toilet Training - Supplies	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-25 2026 Medication Administration Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-25 2026 Medication Documentation	Compliant	