



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

January 20, 2023

Erin Wyma
Holland Christian Schools
956 Ottawa
Holland, MI 49423

RE: License #: DC030016779
South Side Christian Preschool
913 Pine St
Holland, MI 49423

Dear Ms. Wyma:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 01/10/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

The violations that were found are:

R 400.8112 Comprehensive background check; fingerprinting.

- (2) An applicant or licensee shall do all of the following:
- (a) Ensure that each individual who requires an eligibility determination under subrule (1) of this rule completes, signs, and submits all of the information required in subrule (5) of this rule, and in subrule (6) of this rule if applicable, on a form prescribed by the department. The forms are available on the department's website for the child care background check system, www.michigan.gov/ccbc. The form or forms must be signed and dated prior to the individual's appointment to be fingerprinted.

Two personnel did not complete and sign the consent and disclosure documentation prior to being fingerprinted.

R 400.8125 Staff; volunteer; requirements.

(3) All supervised volunteers shall receive a public sex offender registry (PSOR) clearance before having any contact with a child in care. A copy of this clearance must be kept on file at the center.

Public sex offender registry (PSOR) clearances were not completed on supervised volunteers.

R 400.8125 Staff; volunteer; requirements.

(4) A licensee shall have a written policy regarding screening and supervision of staff and volunteers, including volunteers who are parents of a child in care. The policy must include a statement that any individual registered on the public sex offender registry (PSOR) is prohibited from having contact with any child in care.

A written policy regarding screening and supervision of staff and volunteers had not been developed.

R 400.8125 Staff; volunteer; requirements.

(5) A written statement must be signed and dated by staff and volunteers at the time of hiring or before volunteering indicating all of the following information:

(a) The individual is aware that abuse and neglect of children is against the law.

(b) The individual has been informed of the center's policies on child abuse and neglect.

(c) The individual knows that all staff and volunteers are required by law to immediately report suspected abuse and neglect to children's protective services.

Written abuse/neglect statements were not signed and dated by one child care staff member at the time of hiring.

R 400.8161 Emergency procedures.

(2) The written procedures must include all of the following:

(b) A plan for safely moving children to a relocation site.

Written emergency procedures did not include an address of the relocation site or how children will be safely moved there.

R 400.8176

Sleeping equipment.

(5) A cot or a mat and a sheet or blanket of appropriate size must be provided as follows:

(a) For all preschoolers 3 years of age and older in care for 5 or more continuous hours.

Preschoolers who attend 5 or more continuous hours were not provided a cot or mat for napping.

Due to the violations, you must send us a corrective action plan by 2/8/2023. You can use our corrective action plan form or create your own.

If you need help writing the corrective action plan, please contact me. If you do not send a corrective action plan, you may face disciplinary action. The corrective action plan must include the following:

- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

Upon receipt of an acceptable corrective action plan, there will be no change to your license status.

During calendar year 2022:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

You can find a copy of this inspection letter and any associated corrective action plans on our website under Statewide Search for Licensed Child Care Centers and Homes. A description of when inspection letters are completed can be found under Overview of Licensing Reports.

Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at (517) 284-9730.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,

A handwritten signature in black ink that reads "Rebecca Wagster". The signature is written in a cursive, flowing style.

Rebecca Wagster, Licensing Consultant
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