



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

September 29, 2020

Jessica Rumsey
Eau Claire Public Schools
Lybrook Elem
6238 W Main
Eau Claire, MI 49111

RE: License #: DC110021748
**Eau Claire Public Schools GSRP Preschool
Lybrook Elem
6238 W Main
Eau Claire, MI 49111**

Dear Ms. Rumsey:

Attached is your renewal inspection report. You can find a copy of this renewal inspection report and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when renewal inspection reports are completed can be found under [Overview of Licensing Reports](#).

During the renewal inspection on 09/28/2020, I found 2 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

R 400.8125 (5) Staff; volunteer; requirements.
R 400.8143 (1) Children's records.

Due to the violations, you must send us a corrective action plan by 10/18/2020. 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, a regular license will be issued. You will receive it in the mail.

During calendar year 2019:	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

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 (616) 356-0183.

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

Sincerely,



Amy Steger, Licensing Consultant
 Child Care Licensing Division
 322 E. Stockbridge Ave
 Kalamazoo, MI 49001
 (269) 568-2915

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
RENEWAL INSPECTION REPORT**

I. IDENTIFYING INFORMATION

License #: DC110021748

Licensee Name: Eau Claire Public Schools

Licensee Address: Lybrook Elem
6238 W Main
Eau Claire, MI 49111

Licensee Telephone #: (269) 461-6191

Licensee/Designee: Jessica Rumsey, Designee

Name of Facility: Eau Claire Public Schools GSRP Preschool

Facility Address: Lybrook Elem
6238 W Main
Eau Claire, MI 49111

Facility Telephone #: (269) 461-6191

Original Issuance Date: 05/12/1992

Capacity: 72

Age Range: Ages 3 years 0 months Thru 7 years

Program Components: GSRP
TRANSPORTATION
FOOD SERVICE

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 09/28/2020
 Date of Environmental Health Inspection: 08/19/2014
 Date of Fire Safety Inspection: Requested Certification of School Fire Safety Provisions
 Date of Lead Hazard Risk Assessment, if applicable: 07/12/2018
 Date of Documentation of Playground Compliance, if applicable: 09/22/2015

	No. of Records Reviewed	
No. of children enrolled in care	13	7
No. of staff employed	2	2
No. of volunteers	0	0
No. of children present at time of inspection	12	
No. of staff present at time of inspection	2	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	12	

Persons Interviewed: Licensee/Licensee Designee
 Program Director
 Caregiving staff

Approved Child Use Space: The preschool room within Lybrook Elementary
 Approved Program Director: Jessica Rumsey
 Approved Central Administrator: None
 Approved Variances: None
 Key Indicator Inspection: No

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This renewal inspection involved a review of all applicable child care center administrative rules and statutes. Verification of compliance included direct observations of the physical environment and the program, discussions with staff, and a review of the center’s records, including staff records and children’s records. Staff records include background checks and training information. Children’s records include child information cards, physical examination dates, and immunizations.

During the inspection, the center was found to be in compliance with all applicable rules and statutes except for the following violations:

R 400.8125	Staff; volunteer; requirements.
	<p>(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:</p> <p>(a) The individual is aware that abuse and neglect of children is against the law.</p> <p>(b) The individual has been informed of the center's policies on child abuse and neglect.</p> <p>(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.</p>
<p>Two Child Care Staff Member files were reviewed. Neither had a written statement signed and dated indicating they are aware abuse and neglect is against the law, they have been informed of the center's policies, and they know they must report suspected abuse and neglect immediately.</p>	
R 400.8143	Children's records.
	<p>(1) At the time of a child's initial attendance, a center shall obtain a child information card, using a form provided by the department or a comparable substitute, that is completed and signed by the child's parent. The center shall keep it on file and accessible in the center.</p>
<p>Seven child information cards were reviewed. Five of seven child information cards were missing information including date of admission, allergies, employer name and phone number, and emergency permission.</p>	

IV. RECOMMENDATION

I recommend issuance of a regular license to this child care center.

Amy Steger

09/29/2020

 Amy Steger
 Licensing Consultant

 Date