



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

October 20, 2022

Jeanette Davis
Woodlawn Preschool
1175 W. Territorial
Battle Creek, MI 43015

RE: License #: DC130016361

RE: SI LOG #: **Woodlawn Preschool
1175 W Territorial
Battle Creek, MI 43015**

Dear Ms. Davis:

This letter is to advise you that the 10/15/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Interim Inspection Report, is approved.

You can find a copy of this corrective action approval letter and the associated report on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of each type of report and corrective action plans can be found under [Overview of Licensing Reports](#).

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
R 400.8110(3)(a) Applicant; licensee; licensee designee requirements.	The current license is not posted in all classrooms or an area in which it is visible to all child care parents.	Woodlawn preschool will make sure all licenses are current and visible to parents.	30 days and ongoing.
R 400.8110(3)(a) Applicant; licensee; licensee designee requirements.	The background check statement does not include that any unsupervised volunteer will have a comprehensive background check.	Woodlawn preschool will make sure that all comprehensive background check are done on all employees and unsupervised volunteers. Statement will be updated	30 days and ongoing.
R 400.8122(5) Lead caregiver; qualifications; responsibilities.	The lead caregiver in the infant and toddler classroom does not meet	Woodlawn preschool will make sure all Lead caregiver meet Qualifications	30 days and ongoing.

	the educational requirements.		
R 400.8122(7) Lead caregiver; qualifications; responsibilities.	The infant/toddler lead does not have the required infant/toddler development and care practices.	Woodlawn preschool will make sure all infant and toddler Lead caregiver meet Qualifications	30 days and ongoing.
R 400.8125(4) Staff; volunteer; requirements.	The screening policy does not include the required PSOR statement	Woodlawn preschool will make sure will have a written policy regarding screening and supervision of staff and volunteers	30 days and ongoing.
R 400.8143(11) Child records.	During the onsite inspection, the infant/toddler classroom did not have an accurate attendance record. The attendance record indicated that there were five children, but six were present.	Woodlawn preschool will make sure we maintain accurate records for daily attendance	30 days and ongoing.
R 400.8146(3) Information provided to parents.	The infant/toddler classroom has not been completing written daily records.	Woodlawn preschool will make sure we provide a written daily sheet for parents	30 days and ongoing
R 400.8161(2) Emergency procedures.	The posted emergency plans do not include all of the required information. The plans do not address how infants and toddlers will be accommodated during emergencies, a plan for contacting parents, a plan for moving children to a relocation site (with address) or how children with chronic medical conditions will be accommodated.	Woodlawn Preschool will make sure all written emergency procedures are up to date and visibly posted	30 days and ongoing.
R 400.8161(3) Emergency procedures.	Emergency plans were not posted in all classrooms or in an area visible to all staff and parents.	Woodlawn Preschool will make sure all written emergency procedures are up to date and visibly posted	30 days and ongoing.

R 400.8185(2) Primary care.	During the onsite inspection, the infant and toddler classroom staff indicated that they are not following a primary care system.	Woodlawn preschool will make sure a primary caregiver system is in place	30 days and ongoing.
R 400.8315 Food and equipment storage.	Poisonous and toxic materials such as, borax cleaning powder was stored with cereal, cooking oil, salt and other food service equipment.	Woodlawn preschool will make sure that all poisonous or toxic materials will not be stored around food	Immediate and ongoing.
R 400.8360(3) Garbage and refuse.	During the onsite inspection, an unclosed plastic bag of garbage was laying outside the facility office door on the steps.	Woodlawn preschool will make sure all garbage is disposed properly	30 days and ongoing.
R 400.8385 Poisonous and toxic materials.	Poisonous and toxic materials such as, Borox cleaning power was stored in an unlocked cabinet accessible to child care children.	Woodlawn preschool will make sure all containers of poisonous or toxic materials would be labeled and out of reach of children	Immediate and ongoing.
R 400.8380(5) maintenance of premises.	The large gross motor classroom had chipping and flaking paint on the walls.	Woodlawn preschool will make sure there is no flaking or deteriorating paint accessible to children	30 days and ongoing.

It is expected that the corrective action plan will be implemented within the time frames as outlined in your plan.

A follow-up evaluation may be made to verify compliance. Should the corrections not be implemented in the specified time, it may be necessary to reevaluate the status of your license.

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, you may contact the local office at (616) 356-0183.

Sincerely,

A handwritten signature in cursive script that reads "Beth Goding". The signature is written in dark ink and includes a stylized flourish at the end.

Beth Goding, Licensing Consultant
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350 Ottawa, N.W.
Grand Rapids, MI 49503
(269) 615-5489