



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

ORLENE HAWKS
DIRECTOR

November 21, 2022

Latausha Wilson
Flint Community Schools
923 E. Kearsley St.
Flint, MI 48503

RE: License #: DC250364193

RE: **Southwestern Classical Academy**
1420 West Twelfth Street
Flint, MI 48507

Dear Ms. Wilson:

This letter is to advise you that the 11/18/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study 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
R400.8110(6) Applicant; licensee; licensee designee; requirements	There is no staff attendance being kept detailing arrival and departure times.	Licensee will ensure all staff are maintaining an accurate arrival and departure time record, which should be onsite and available for review.	11/15/2022
R400.8112(1)(c) Comprehensive background check; fingerprinting.	Gloria Henley is not listed on the CCBC under this license number.	Licensee will ensure all child care staff members are cleared on CCBC prior to any unsupervised contact with children.	11/15/2022
R400.8112(2)(b) Comprehensive background check; fingerprinting	There are no consent and disclosures available for review for Gloria Henley,	Licensee will ensure all consent and disclosures for individuals listed in CCBC are onsite and available for review.	11/15/2022

	Steven Barber, or Jan Martin.		
R400.8112(2)(e) Comprehensive background check; fingerprinting	The CCBC is not maintained, it has 35 individuals connected who are not working at this center.	Licensee will ensure all individuals are accurately maintained in the CCBC, connecting, disconnecting or withdrawing as individuals come and leave the center.	11/15/2022
R400.8113(1) Program director qualifications; responsibilities	The was not a submission to switch program directors when previous director left.	Licensee is required to submit documentation prior to hiring of a new program director and receive written approval of the submitted program director prior to hire.	11/15/2022
R400.8128 Staff; volunteer; tuberculosis	There was no TB test on file for Jan Martin.	Licensee will ensure all staff have a TB test on file.	11/30/2022
R400.8131(1) Professional development requirements	There is no documentation of orientation provided to staff on file for review.	Licensee will ensure all child care staff members have been provided an orientation which includes center's policies and practices, including these administrative rules for LARA prior to unsupervised contact with children.	11/15/2022
R400.8131(6) Professional development requirements	Two staff members Steven Barber and Jan Martin have not completed Health and Safety 1 and 2.	Licensee will ensure all child care staff members have completed the required Health and safety trainings within 90 days of hire or 1st unsupervised with children.	11/30/2022
R400.8131(10) Professional development	Two staff members Steven Barber and Jan Martin do not have training CPR/First Aid on file.	Licensee will ensure all child care staff members are trained in adult and pediatric CPR and First aid.	11/30/2022
R400.8134 (4) Hand washing	Two of the bathrooms utilized by children at the center did not have hand washing signs.	Licensee will ensure all bathrooms utilized by children at the center have a posting regarding guidelines for handwashing.	11/15/2022
R400.8143(1) Children's records	There are only 3 child information cards available for review and one is	Licensee will ensure all children enrolled in the center have a child information card filled out	11/30/2022

	missing special needs/allergies.	completely, signed, and dated by a parent. This shall be kept on file and accessible in the center.	
R400.8143(8) Children's records	There are no signed statements regarding school age health by parents.	Licensee will ensure all children enrolled who are school age have a signed statement regarding; child is in good health with activity restrictions noted; immunizations are up-to-date, and immunizations records are on file at the child's school or appropriate waiver is on file at school.	11/30/2022
R400.8143(11) Children's records	The program director does not keep accurate daily attendance, she had not kept attendance on the day prior to inspection and had not completed attendance for the current day either.	Licensee will ensure accurate daily attendance records are completed and kept on file for review.	11/15/2022
R400.8146 (1)(I)(i)(ii)(iii) Children's records	There is no documentation of parents being provided notice of licensing notebook.	Licensee will ensure all parents are provided notice of the licensing notebook availability. It must include all licensing inspections and special investigations reports, and related corrective action plans for the last 5 years; it is available during regular business hours, and that those said reports are available online, with the website in bold.	11/30/2022
R400.8161(1) (a-e) (2) (a-h) Emergency procedures	The emergency plans do not cover the requirements outlined in current rule book, including accommodations for infant toddlers, accommodations for children with serious medical needs, or accommodations for children with special needs.	Licensee will ensure all emergency plans are in accordance with the rule requirements, and that the plans are posted visible to parents and staff with exception of Crisis Management which should be only known to staff.	11/30/2022

R400.8161(5) Emergency procedures	There were no documented fire drills for 2020 or 2021.	Licensee will ensure at least 1 fire drill is completed per quarter of each calendar year and documentation is retained onsite for review.	11/15/2022
R400.8161(6) Emergency procedures	There were no documented tornado drills for 2020 or 2021.	Licensee will ensure at least two tornado drills are completed between March and November of each calendar year and retained onsite for review.	11/15/2022
R400.8164(3) Telephone services	The emergency phone list does not contain all required areas including physical address and two nearest cross streets.	Licensee will ensure emergency numbers, including 911, poison control. Fire, police, facilities physical address, nearest two cross streets, is posted in a place visible to staff.	11/15/2022
R400.8167 (3) Indoor Space	The center is using classrooms which are not approved for usage.	Licensee will ensure only rooms approved to be utilized by center are being utilized.	11/15/2022
R400.8380(1) Maintenance of premises	The water filing station across from community room is broken open and wires are exposed to children.	Licensee will ensure all areas of the building are in good repair and safe for children.	11/30/2022
R400.8385 Poisonous or toxic materials	There was toxic materials out in the classrooms utilized including lighter fluid and comet.	Licensee will ensure all poisonous or toxic materials are put away where children cannot reach or are locked up.	11/15/2022

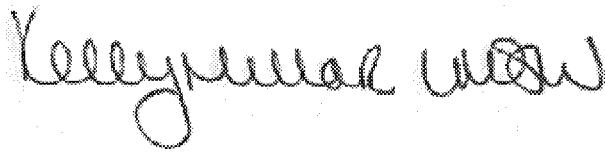
It is expected that the corrective action plan will be implemented within the time frames as outlined in your plan.

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 (517) 284-9730.

Sincerely,

A handwritten signature in black ink, appearing to read "Kelly Millar LMSW". The signature is written in a cursive style with some loops and flourishes.

Kelly Millar, LMSW, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
989-385-6683