



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

September 6, 2021

Maureen DeYoung
Grand Traverse Area Catholic Schools
123 E. 11th Street
Traverse City, MI 49684

RE: License #: DC280400892
Immaculate Conception Preschool & Child Care
314 Vine Street
Traverse City, MI 49684

Dear Ms. DeYoung:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 05/19/2021. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

During the interim inspection, I observed six preschool classrooms and the SJC after school program. I observed lunch, bodily care routines, transition to rest time, preschool dismissal, physical activity time in the gym, small group activities, SJC snack in the cafeteria, and homework time. Child care staff provided appropriate care and supervision of children and engaged in positive interactions to promote pro-social connections throughout observation period.

The violations that were found are:

R 400.8110 Applicant; licensee; licensee designee; requirements.

(6) The licensee or licensee designee shall maintain accurate records detailing daily arrival and departure times for each child care staff member, child care aide, and volunteer.

Licensee designee Ms. DeYoung did not maintain accurate records detailing daily arrival and departure times for each child care staff member, child care aide, and volunteer. Staff and volunteers were not signing in/out with arrival/departure times as required.

R 400.8161 Emergency procedures.

(3) The plans required by subrule (1)(a) to (d) of this rule must be posted in a place visible to staff and parents.

Licensee designee Ms. DeYoung did not ensure that serious accident, injury, illness plans, and natural/manmade disaster plans were posted in a place visible to staff and parents.

On 05/26/2021, you gave us an acceptable written corrective action plan.

Technical Assistance and Consultation were provided on the following:

- Hand sanitizer may only be used in lieu of handwashing when on field trips where soap and running water are not available. Handwashing should take place just before children eat snack.
- Menu substitutions must be changed on menus on the day they occur.
- All children’s lunches must be labeled with their first and last names and the date.
- Ensuring that children’s date of admission is on, or prior to the date listed on their immunization records.

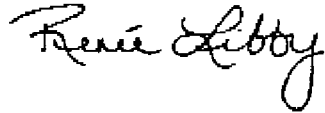
During calendar year 2020:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

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 (231) 922-5309.

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 "Renee Libby". The signature is written in a cursive style with a large, looping "L" and a long tail on the "y".

Renee Libby, Licensing Consultant
Bureau of Community and Health Systems
Suite 11
701 S. Elmwood
Traverse City, MI 49684
(231) 357-3087