



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

July 26, 2022

Emily Vander Galien
Childtime Childcare, Inc.
Suite 100
21333 Haggerty Road
Novi, MI 48375

RE: Application #: DC410412789
CT DBA AppleTree Rockford
6765 Courtland Dr. NE
Rockford, MI 49341

Dear Ms. Vander Galien:

Attached is the Original Licensing Study Report for the above referenced facility. The study has determined substantial compliance with applicable licensing statutes and rules. Therefore, an original license with a maximum capacity of 163 is issued.

Please review the attached documentation for accuracy and 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 must be filed in your Licensing Notebook.

Sincerely,

A handwritten signature in cursive script that reads "Lisa Bush".

Lisa Bush, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(616) 558-0326

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CHILD CARE LICENSING BUREAU
LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #: DC410412789

Applicant Name: Childtime Childcare, Inc.

Applicant Address: Suite 100
21333 Haggerty Road
Novi, MI 48375

Applicant Telephone #:

Licensee/Designee: Emily Vander Galien

Name of Facility: CT DBA AppleTree Rockford

Facility Address: 6765 Courtland Dr. NE
Rockford, MI 49341

Facility Telephone #: (616) 874-5437

Application Date: 05/11/2022

Capacity: 163

Program Type: CHILD CARE CENTER

II. METHODOLOGY

05/11/2022	Enrollment
05/19/2022	Inspection Completed-Fire Safety: A
05/25/2022	Inspection Completed-Env. Health: A
07/05/2022	Inspection Completed On-site
07/07/2022	Rule Variance/Exemption Received Lead Caregiver: Kira VanWagner
07/07/2022	Rule Variance/Exemption Received Lead Caregiver: Macey Heintzleman
07/07/2022	Rule Variance/Exemption Received Lead Caregiver: Sara Waucaush
07/13/2022	Contact – Document Received
07/19/2022	Contact – Document Received
07/21/2022	Contact – Document Received
07/21/2022	Rule Variance/Exemption Granted Lead Caregiver: Kira VanWagner
07/21/2022	Rule Variance/Exemption Granted Lead Caregiver: Macey Heintzleman
07/21/2022	Rule Variance/Exemption Granted Lead Caregiver: Sara Waucaush
07/26/2022	Contact Document received – Playground Inspection and authorization
07/26/2022	Inspection Completed-BCAL Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Description of Facility

Approved space (room numbers, sizes, capacity and ages of children for which each room/well-defined space is approved, etc.): The entire main level is approved and will be used for child care excluding the kitchen and mechanical room. Classrooms are as follows:

Infant: (Birth-12 months) measures 30' x 14' for a square footage of 420 and a sleeping room measuring 8' x 3' for a square footage of 24 and 22' x 16' for a square footage of 352. Total square footage for this room is 796. Based on 50 square feet per child, this allows for the requested capacity of **12** infants. This room has two sinks, two diaper changing areas, and one refrigerator.

Faris' Room: (12 months- 18 months) is divided into two well defined areas. This room has one bathroom with one toilet and one sink, one additional sink, two diapering area, and two refrigerator.

- The front section measures 6' x 2' for a square footage of 12 and 21' x 15' for a square footage of 315. The total square footage for this section is 327. Based on 50 square feet per child, this will accommodate **7** children.
- The back section measures 16' x 15' for a square footage of 240 and 5' x 10' for a square footage of 50. The total square footage for this section is 290. Based on 50 square feet per child, this will accommodate **6** children.

The licensee understands that a lead caregiver is needed for each well-defined space. If the licensee chooses to remove the divider separating the front and back sections, the maximum group size for the entire room is **12** children.

Lyric's Room: (18 months- 24 months) is divided into two well defined areas. This room has one bathroom with one toilet and one sink, two additional sinks, and one diapering area.

- The front section measures 9' x 4' for a square footage of 36 and 19' x 19' for a square footage of 361. The total square footage for this section is 397. Based on 50 square feet per child, this will accommodate **8** children.
- The back section measures 11' x 4' for a square footage of 44 and 19' x 20' for a square footage of 380. The total square footage for this section is 424. Based on 50 square feet per child, this will accommodate **8** children.

The licensee understands that a lead caregiver is needed for each well-defined space. If the licensee chooses to remove the divider separating the front and back sections, the maximum group size for the entire room is **12** children.

Pedal's Room: (24 months- 30 months) is divided into two well defined areas. This room has one bathroom with one toilet and one sink, two additional sinks, one diapering area, and one refrigerator.

- The front section measures 9' x 4' for a square footage of 36, 21' x 12' for a square footage of 252, and 14' x 7' for a square footage of 98. The total square

footage for this section is 386. Based on 50 square feet per child, this will accommodate **8** children.

- The back section measures 11' x 4' for a total square footage of 44 and 20' x 18' for a square footage of 360. The total square footage for this section is 404. Based on 50 square feet per child, this will accommodate **8** children.

The licensee understands that a lead caregiver is needed for each well-defined space. If the licensee chooses to remove the divider separating the front and back sections, the maximum group size for the entire room is **12** children.

Adabelle's Room: (30 months – 36 months) measures 11' x 9' for a square footage of 99, 14' x 32' for a square footage of 448 and 12' x 4' for a square footage 48. Total square footage of this room 595. Based on 35 square feet per child, this will allow for the requested **16** preschool age children. This room has one bathroom with one toilet and one sink, two additional sinks, and one diapering area.

Terance's Room: (3- 4 years of age) measures 4' x 9' for a square footage of 36, 16' x 39' for a square footage of 624, and 12' x 4' for a square footage of 48. Total square footage of this room is 708. Based on 35 square feet per child, this will allow for the requested **20** preschool age children. This room has one bathroom with one toilet and one sink, two additional sinks, one diapering area, and one refrigerator.

Pratt's Room: (3- 4 years of age) measures 9' x 4' for a square footage of 36, 39' x 20' for a square footage of 780, and 12' x 4' for a square footage of 48. Total square footage of this room is 864. Based on 35 square feet per child, this will allow for the requested **24** preschool age children. This room has one bathroom with one toilet and one sink, two additional sinks, and one diapering area.

Otis' Room: (4- 5 years of age) measures 9' x 4' for a square footage of 36, 39' x 20' for a square footage of 780, and 12' x 4' for a square footage of 48. Total square footage of this room is 864. Based on 35 square feet per child, this will allow for the requested **24** preschool and school age children. This room has one bathroom with one toilet and one sink, two additional sinks, one diapering area, and one refrigerator.

Andre's Room: (School age/Multipurpose room) measures 20' x 15' for a square footage of 300, and 15' x 32' for a square footage of 480. Total square footage for this room is 780. Based on 35 square feet per child, this will accommodate **22** school age children.

NOTE: When the school age children are not present in the building, this room may be used by other age groups. Both the licensee designee and the program director understand that the staff to child ratio and the maximum group size is determined by the youngest child in the room.

There are three hallway bathrooms with a total of four toilets, one urinal, and five sinks.

The total center capacity is 163 children, birth through age 12.

Equipment: There is a variety of age-appropriate toys, equipment, arts/crafts materials, books and games available.

Number of sinks and toilets: The facility has 27 sinks and 11 toilets in classrooms. This supports the capacity of 163 children.

Outdoor play area - location, fenced or not, water hazards: The outdoor play area is located directly behind the center and is completely fenced. There are no water hazards on or near the property.

Documentation if a lead hazard risk assessment was required and the results: The building is a newer construction, built in 2002. A lead hazard risk assessment was not required.

Documentation of playground safety: A playground safety inspection was completed on 9/29/2021 by playground inspector Tricia Keala with RecWise. Multiple items were found to be in non-compliance: The Tree house (Little Tykes) for children 6-23 months, the composite unit (Little Tykes) for children 2-5 years. Replacement parts were ordered and are currently on back order.

Ms. Vander Gailen, licensee designee, provided a signed statement that the children will not use the elevated equipment that has not been approved by the qualified playground inspector. A playground inspection certification summary must be sent to Child Care Licensing Bureau indicating the equipment is approved prior to use by children.

At this time, the only approved elevated equipment includes: the swings in Toddler Area for children 2-12 years, the Hippo (Little Tykes) for children 2-5 years, and the swings in Preschool Area for children 2-5 years.

A. Program Description

Ages of children served: Birth through 12 years of age.

Proposed days and hours of operation: Monday through Friday from 6:00 am until 6:00 pm.

Full or part time (AM or PM sessions or both): Full and part time care is available.

Other program components - transportation, swimming, food service:

Breakfast, lunch and snacks will be prepared on-site and provided to children in attendance at the time of service. Transportation will be provided to and from local schools and for field trips.

Swimming is not a program component.

Name of program director and under what rules the program director is qualified:
The approved program director is Abigail Caniff – R 400.8113(7)(b) and (9).

Is there a central administrator that meets the administrative requirement? Ms. Caniff satisfies the administrative requirement.

Explanation of variance(s), if any:

- A variance has been granted for R400.8122(5) & (6) Lead Caregiver; qualifications; responsibilities. Macey Heintzelman has been named the lead caregiver in the Pedal (back) Room and has been granted 4 years to meet the educational requirements outlined in the administrative rules.
- A variance has been granted for R400.8122(5) & (6) Lead Caregiver; qualifications; responsibilities. Kira VanWagner has been named the lead caregiver in the Terance Room and has been granted 4 years to meet the educational requirements outlined in the administrative rules.
- A variance has been granted for R400.8122(5) & (6) Lead Caregiver; qualifications; responsibilities. Sara Waucaush has been named the lead caregiver in the Otis Room and has been granted 4 years to meet the educational requirements outlined in the administrative rules.

B. Rule/Statutory Violations

The center is in full compliance with all applicable rules and statues.

IV. RECOMMENDATION

I recommend issuance of an original license to this child care center.



7/26/2022

Lisa Bush
Licensing Consultant

Date

Approved By:



07/29/2022

Katrice Sweet
Area Manager

Date