



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

May 4, 2023

Christine Scott  
Adrian Public Schools  
340 E. Church Street  
Adrian, MI 49221

RE: License # DC460389624  
**Adrian Head Start at Drager**  
**340 E. Church Street**  
**Adrian, MI 49221**

Dear Ms. Scott:

This letter is a follow-up to the incident that occurred at the child care center on 3/08/2023. You submitted an incident report to the department indicating that on 3/8/23 around 10:44 a.m., while the classroom was in the hallway putting away coats from outdoor play, Child A (age 4 ½ years, female) left the group of children and went into the large motor room. Witness 1, mental health and disabilities coordinator was present in her office also located in the large motor room. Child A was never alone but also not with her assigned class. At 10:46 a.m., nutrition assistants Child care Staff Member 1 (CCSM 1) and Child Care Staff Member 2 (CCSM2) enter the large motor area and see Child A riding a bike; they quickly return Child A back to her classroom in room 206. Neither Child Care Staff Member 3 (CCSM 3) or Child Care Staff Member 4 (CCSM 4) from room 206 were aware of Child A walking off from the group of children to go into the large motor room nor that she was not present in the classroom. Although Child A was not without direct supervision of a child care staff member, there is a violation of appropriate care and supervision of Child A as neither child care staff member in classroom 206 knew Child A walked away from the group and entered the large motor activity room.

On 3/15/23, I called and spoke with Child A's Mother regarding the incident. Child A's Mother had no concerns regarding the incident and said the center made her aware of the incident on 3/8/23. Child A has been attending care at the center for approximately 7 months and enjoys attending care at the center each day. Child A's Mother expressed no concerns regarding the care and the supervision the center provides for Child A and said the child care staff members communicate with her on a daily basis regarding Child A's experiences each day.

The following violation that was found was:

<b>R 400.8125</b>	<b>Staff; volunteer; requirements.</b>
	<b>(1) All staff and volunteers shall provide appropriate care and supervision of children at all times.</b>
<b>ANALYSIS:</b>	The center did not provide Child A with appropriate care and supervision on 3/8/23 when CCSM 3 and child care staff member 4 allowed Child A to walk away from the group and enter the large motor room by herself for approximately two minutes timeframe when she was returned back to the classroom by other child care staff members. Neither CCSM 3 nor CCSM 4 were aware of Child A missing from the classroom for the 2-minute timeframe.
<b>CONCLUSION:</b>	<b>VIOLATION ESTABLISHED</b>

Due to the violations, you must send us a corrective action plan by 05/24/2023. 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, there will be no change to your license status.

You can find a copy of this confirming letter and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when confirming 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 (517) 262-9838.

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

Sincerely,



Timothy A Swope, Licensing Consultant  
Bureau of Community and Health Systems  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(517) 262-9838

Approved By:



05/04/2023

---

Darlese McConnell  
Area Manager

Date