



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 2, 2023

Ashela Trevino
Ludington Area Schools
809 E Tinkham Ave
Ludington, MI 49431

RE: License # DC530409274
Ludington Area Schools Preschool
5771 W. Bryant
Ludington, MI 49431

Dear Ms. Trevino:

This letter is a follow-up to the incident report received on 05/01/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

The rule violation found was:

R 400.8125 Staff; volunteer; requirements.

(1) All staff and volunteers shall provide appropriate care and supervision of children at all times.

Staff did not provide appropriate care and supervision of a child when the class entered the building, and he remained on the playground for approximately 30 seconds.

Due to the violations, you must send us a corrective action plan by 05/17/2023. 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.**

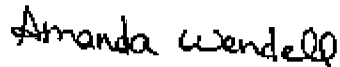
Upon receipt of an acceptable corrective action plan, there will be no change to your license status.

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) 284-9730.

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

Sincerely,



Amanda Wendell, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909
(231) 492-5410