



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

August 3, 2023

Jessica Regan
 Clubhouse Childcare Services LLC
 10565 Northland Drive
 Big Rapids, MI 49307

RE: License #: DC540405372
Huntley's Clubhouse
14514 220th Ave
Big Rapids, MI 49307

Dear Ms. Regan:

Attached is your renewal inspection report. You can find a copy of this renewal inspection report and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when renewal inspection reports are completed can be found under [Overview of Licensing Reports](#).

As a result of the renewal inspection on 8/1/2023, I did not find any rule or law violations. You will receive your regular license in the mail.

During calendar year 2022:	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

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,

A handwritten signature in black ink that reads "Sara Schalk". The signature is written in a cursive style with a large initial 'S'.

Sara Schalk, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909
(231)340-2730

enclosure

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

I. IDENTIFYING INFORMATION

License #: DC540405372

Licensee Name: Clubhouse Childcare Services LLC

Licensee Address: 10565 Northland Drive
Big Rapids, MI 49307

Licensee Telephone #:

Licensee/Designee: Alexis Cumings, Designee

Name of Facility: Huntley's Clubhouse

Facility Address: 14514 220th Ave
Big Rapids, MI 49307

Facility Telephone #: (231) 277-2716

Original Issuance Date: 02/05/2021

Capacity: 111

Age Range: Ages Birth Thru 2 years 6 months
Ages 2 years 6 months Thru 12 years

Program Components: PRESCHOOL
SCHOOL AGE
INFANT/TODDLER
FOOD SERVICE

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 08/01/2023
 Date of Environmental Health Inspection: 05/30/2023
 Date of Fire Safety Inspection: 01/22/2021
 Date of Lead Hazard Risk Assessment, if applicable: N/A
 Date of Documentation of Playground Compliance, if applicable: N/A

		No. of Records Reviewed
No. of children enrolled in care	120	10
No. of staff employed	27	5
No. of volunteers	0	0
No. of children present at time of inspection	68	
No. of staff present at time of inspection	16	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	68	
Persons Interviewed:	Licensee/Licensee Designee	<input checked="" type="checkbox"/>
	Program Director	<input checked="" type="checkbox"/>
	Caregiving staff	<input checked="" type="checkbox"/>

Approved Child Use Space: Rooms 101, 102, 103, 104, 109, 111, and 115 are approved for child use.

Approved Program Director: Ms. Jessica Regan is the approved program director.

Approved Central Administrator: None

Approved Variances: The center has a variance to R 400.8113(7)-program director qualifications.

Key Indicator Inspection: No

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This renewal inspection involved a review of all applicable child care center administrative rules and statutes. Verification of compliance included direct observations of the physical environment and the program, discussions with staff, and a review of the center’s records, including staff records and children’s records. Staff records include background checks and training information. Children’s records include child information cards, physical examination dates, and immunizations.

During the onsite inspection I observed the infant, waddler, young tots, toddler, young preschool, preschool and pre-k rooms. I observed safe sleep practices, diaper changing, sanitation, handwashing, snacks, free play, and small and large motor activities. Child care staff members had positive interactions with the children and provided appropriate supervision.

The facility is in compliance with all applicable rules and statutes.

During the exit conference, I provided technical assistance/consultation on the following:

- I assisted Ms. Regan with changing the roles within the Child Care Background Check system so that they were accurate.
- I reviewed having child care staff members' TB tests on file prior to starting.
- I reminded Ms. Regan to update menu with any food substitutions.
- Reviewed having a medical plan on file for each child with an identified allergy.

IV. RECOMMENDATION

I recommend renewal of this child care license.

Sara Schalk

08/03/2023

Sara Schalk
Licensing Consultant

Date