



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

Michelle Richard
ACTING DIRECTOR

Report Type: Renewal
Inspection Type: Renewal

Date of Inspection: 02/29/2024
Date of Report: 04/02/2024

Licensee Name(s)	License Number
West Bloomfield School District	DC630018516
Capacity	Facility Name
117	Scotch Elementary School
Program Type	Licensee Designee(s)
Center	Sarah McDowell
Central Administrator(s)	Program Director(s) Name
Sarah McDowell	Sarah McDowell Qualifications: R 400.8113(8)(a) and (9) Date PD Approved: 12/10/2023 Iris James Qualifications: Date PD Approved:
Facility Address	Mailing Address
5959 Commerce Rd West Bloomfield, MI 48324	5810 Commerce Road West Bloomfield, MI 48324
Facility Phone Number	Facility Email Address
(248) 865-6457	sarah.mcdowell@wbsd.org

Findings of the Inspection

A copy of this renewal inspection report and any associated corrective action plans is available on the Child Care Licensing Bureau [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](#).

The 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 on-site inspection, I observed children in care engaged in a variety of developmentally appropriate activities, including painting, coloring, and free play with blocks and Legos. I also observed large group time which included singing and story time. I observed toileting, hand washing, meal service, and nap time. The child care staff members' interaction with the children was positive and nurturing. They were attentive to the children's needs.

If you have any questions regarding the report, please contact licensing consultant, Alicia Wiggins, at (248) 369-7892 or wigginsa@michigan.gov. In the event that Alicia Wiggins is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at (517) 284-9730.

Inspection Details		
<i>Number of Rules/Statutes Reviewed</i>	<i>Number of Rules/Statute Violations</i>	<i>Number of Rules/Statutes where Technical Assistance was Provided</i>
503	9	2
<i>Number of Children's Records Reviewed: Number of Children Enrolled</i>	<i>Number of Child Care Staff Member Records Reviewed: Number of Staff Employed</i>	<i>Number of Volunteer Records Reviewed: Number of Volunteers</i>
10: 91	5: 8	0: 0
<i>Number of Children Observed: Number of Children Present During Inspection</i>	<i>Number of Child Care Staff Members Observed: Number of Child Care Staff Members Present During Inspection</i>	<i>Number of Volunteers Observed a: Number of Volunteers Present During Inspection</i>
46: 46	8: 8	0: 0
<i>Licensee Interviewed</i>	<i>Program Director Interviewed</i>	<i>Child Care Staff Members Interviewed</i>
Yes	Yes	Yes

Due to the health and safety professional development training violations, all of the facility's child care staff members must complete the required training by 03/14/2024. This must be included in the facility's corrective action plan.

Documentation of Required Inspections		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Certification of School Building Fire Safety Provisions	12/12/2023	Compliance
Environmental Health Inspection Results	09/13/2023	A
Playground Inspection	02/24/2016	Compliance

<i>Rule Number</i>	<i>Rule</i>	<i>Analysis</i>	<i>Conclusion</i>
R 400.8112(1)(c)	Comprehensive background check; fingerprinting. A child care staff member.	One of five child care staff members (CCSM) was not determined eligible prior to having unsupervised contact with children. CCSM was hired on 07/20/2023 and she was determined eligible on 03/06/2024.	Violation Established
R 400.8122(2)	Lead caregiver; qualifications; responsibilities. At least 1 lead caregiver shall be assigned to each group of children in a self-contained or well-defined space and shall be present and providing care in the assigned group in the following manner:	There is no lead caregiver in Room 20.	Violation Established
R 400.8125(5)	Staff; volunteer; requirements. A written statement must be signed and dated by staff and volunteers at the time of hiring or before volunteering indicating all of the following information:	One of five CCSMs did not sign the abuse and neglect statement at the time of hiring. CCSM I.J. was hired on 09/12/2022 and she signed the abuse and neglect statement on 03/01/2024.	Violation Established
R 400.8131(4)	Professional development requirements. Before unsupervised contact with children, all child care staff members who work directly with children shall complete prevention and control of infectious disease training, including immunizations.	One of five CCSMs did not complete prevention and control of infectious disease training, including immunizations, before having unsupervised contact with children. CCSM A.B. was hired on 08/25/2022 and she has not completed the training.	Repeat Violation Established Reference: LSR Report dated 02/25/2022 Corrective Action Plan dated 02/24/2022

R 400.8131(5)(a)	Professional development requirements. Administration of medication.	One of five CCSMs did not complete administration of medication training within 90 days of being hired. CCSM A.B. was hired on 08/25/2022 and she has not completed the training.	Violation Established
R 400.8131(5)(b)	Professional development requirements. Prevention of and response to emergencies due to food and allergic reactions.	One of five CCSMs did not complete prevention of and response to emergencies due to food and allergic reactions training within 90 days of being hired. CCSM A.B. was hired on 08/25/2022 and she has not completed the training.	Violation Established
R 400.8131(5)(g)	Professional development requirements. Child development.	One of five CCSMs did not complete child development training within 90 days of being hired. CCSM A.B. was hired on 08/25/2022 and she has not completed the training.	Violation Established
R 400.8161(5)	Emergency procedures. A fire drill program, consisting of at least 1 fire drill quarterly, must be established and implemented.	Fire drills were not completed at least once per quarter in 2023. In Room 20 and in Room 21, one fire drill was completed on 09/26/2023.	Violation Established
R 400.8161(6)	Emergency procedures. A tornado drill program, consisting of at least 2 tornado drills between the months of March through November, must be established and implemented.	At least two tornado drills were not completed between March and November 2023. In Room 20, one tornado drill was completed on 12/12/2023. There were no tornado drills completed in 2023 in Room 21.	Violation Established

Technical Assistance	
Rule Number	Rule
R 400.8170(16)	The depth of the loose-fill surface material must be restored to its required depth when it has moved or becomes otherwise compromised.

R 400.8380(5)	There must be no flaking or deteriorating paint on interior and exterior surfaces or on equipment accessible to children.
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Hours of Operation						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
06:45 AM To 06:30 PM	06:45 AM To 06:30 PM	06:45 AM To 06:30 PM	06:45 AM To 06:30 PM	06:45 AM To 06:30 PM		

Bureau Recommendation
You have submitted an acceptable corrective action plan. I recommend issuance of a regular license.

Approved By:			
			
April 2, 2024			
Alicia Wiggins Licensing Consultant	Date		