



GRETCHEN WHITMER
GOVERNOR

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

DR BEVERLY WALKER
GRIFFEA
DIRECTOR

8/15/2024

Oxford Area Community Schools
Ann Robb
105 Pontiac St.,
Oxford, MI, 48371

License Number: DC630067958
Special Investigation Number: SI-00119416

Dear Ann Robb,

I conducted a special investigation because the child care licensing bureau received a complaint against your facility that related to licensing rules or law. The allegations were related to the following:

Rule/Law Number	Rule Description
R 400.8125(1)	All staff and volunteers shall provide appropriate care and supervision of children at all times.

The details of the allegations are in the attached report. To investigate the allegations:

- I interviewed: I interviewed Licensee Designee Ann Robb, Child Care Staff Member (CCSM) 2, and Daniel Axford Elementary School Employee.
- I completed on-site inspections on the following dates: 02/22/2024.

As a result of this investigation, I found the following violation(s):

Rule/Law Number	Rule Description
R 400.8125(1)	All staff and volunteers shall provide appropriate care and supervision of children at all times.

Due to the violations, you must send us a [corrective action plan](#) by 9/5/2024. You can use our corrective action plan form or create your own.

If you need help writing the corrective action plan, please contact licensing consultant Michelle Fruehan at (248) 672-9158 or fruehanm@michigan.gov. If you do not send a corrective action plan, you may face disciplinary action. The corrective action plan must include the following:

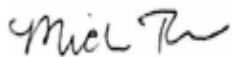
- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

During this special investigation:	Yes	No
A rule or law violation was found and a serious injury or death occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
A rule or law violation was found and abuse and/or neglect of a child occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

This report and any related corrective action plans must be filed in your licensing notebook. This report and any related corrective action plans will be online for parents to review under the [Statewide Search for Licensed Child Care Centers and Homes](#).

Please review this report for accuracy and contact your consultant, Michelle Fruehan at (248) 672-9158 or fruehanm@michigan.gov. In the event that Michelle Fruehan is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,



Michelle Fruehan, Licensing Consultant

Enclosure

**MICHIGAN DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
CHILD CARE LICENSING**

Report Type: Special Investigation Report

Date of Report: 8/15/2024

Special Investigation Number	Complaint/Incident Receipt Date
SI-00119416	02/16/2024
Investigation Initiation Date	Report Due Date
2/27/2024	04/16/2024
License Number	Licensee Name(s)
DC630067958	Oxford Area Community Schools
Facility Name	Licensee Designee(s)
Daniel Axford Extended Day	Ann Marie Robb
Program Type	
Center	
Capacity	
62	
Facility Address	Mailing Address
74 Mechanic St, Oxford, MI, 48371	105 Pontiac St., Oxford, MI, 48371
Facility Phone Number	Facility Email Address
2489695035	ann.robb@oxfordschools.org
Original License Issuance Date	License Status:
9/7/1995	Regular
License Effective Date:	License Expiration Date:
5/1/2022	4/30/2024

ALLEGATION(S)

	Violation Established?	
Child A was left unattended outside on the playground.	Yes	

METHODOLOGY

Date	Activity
2/27/2024	Special Investigation Case Created SI-00119416
	Special Investigation Initiated via On-site From 2:50 pm to 4:00 pm. I interviewed Licensee Designee Ann Robb, Child Care Staff Member, CCSM 2, and a Daniel Axford Elementary School Employee.
05/13/2024	Contact- telephone call made. Child A's mother

05/23/2024	Exit Conference with Ann Robb
07/31/2024	Contact- telephone call made to CCSM 1

ALLEGATION: Child A was left unattended outside on the playground.

INVESTIGATION:

On 02/07/2024, I received a phone call and email from Licensee Designee, Ann Robb. She stated that Child A was left unattended on the playground for approximately two minutes. Ms. Robb emailed written documentation of the incident on 02/09/2024. I provided technical assistance on submitting an incident report. An incident report was successfully received in CCHIRP on 02/14/2024.

The incident report stated that CCSM 1 was outside on the playground with five children from 2:00pm to 2:30 pm. When CCSM 1 took the children inside around 2:28 pm, Child A remained on the playground. Daniel Axford Elementary School Employee noticed the child and brought him inside, returning him to his class. Child A was returned to his class around 2:30 pm.

On 02/22/2024, I conducted an unannounced onsite inspection. I interviewed Ann Robb, CCSM 2, and Daniel Axford Elementary School Employee. CCSM 1 no longer works at the center. I called CCSM 1 on 07/31/2024 and left a voicemail message, however I did not receive a return phone call.

I interviewed Licensee Designee Ann Robb. She stated that Child A was left outside for about two minutes on 02/07/2024. Ms. Robb said that CCSM 2 informed her that Child A was left unattended after children had gone home for the day. CCSM 2 told her that CCSM 1 did not intend to report the incident, and this concerned CCSM 2. Ms. Robb watched video footage of the incident. She stated it was evident in the video that CCSM 1 did not count the children before bringing them inside and Child A was left alone outside. Ms. Robb contacted Child A's Mother the following morning to tell her about the incident. She said that Child A's Mother was upset about the incident but felt that the situation was handled appropriately.

I interviewed a Daniel Axford Elementary School Employee. She does not work in child care. She works with elementary age students. She said on the date of the incident, she walked out on the playground to bring in an elementary school student. As she searched for this student, she noticed Child A alone on the playground. She had observed CCSM 1 and a small group of students coming into the building when she was walking out. She realized that Child A was not with his class and called him over to her. The pair went inside, and she returned Child A to his classroom. The Daniel Axford Elementary School employee said the child appeared unharmed and was not upset in any way.

I interviewed CCSM 2. She worked with CCSM 1 on the date of the incident. CCSM 2 stated that CCSM 1 took children that did not take a nap or woke up early outside on

the playground, while CCSM 2 remained inside with the rest of the children. She said this was a common practice because it allowed children to nap longer without the interruptions of children that were awake. She recalled CCSM 1 returned to the classroom around 2:30 pm with four children. CCSM 2 went out to the hallway to see if Child A was in the hallway and observed Child A with the Daniel Axford Elementary School employee. Child A walked into the room and joined the other children. CCSM 2 asked CCSM 1 about the incident and CCSM 1 said she must have miscounted. CCSM 2 was concerned that CCSM 1 did not notice that Child A was missing until Daniel Axford Elementary School Employee brought him back to the room. CCSM 2 said she contacted Ms. Robb after the children went home. She said she felt compelled to inform Ms. Robb because CCSM 1 told her that she was not going to report it.

I observed video footage of the incident. At 2:28 pm, CCSM 1 left the playground with four children. The group walked along a brick wall that led to the school entrance door. Child A remained on the playground. Child A is observed standing by a picnic table. At 2:30 pm, Daniel Axford Elementary School Employee opened the door to the playground and appeared to yell out. Child A ran towards the door. Child A was not injured and did not appear upset in the footage.

I observed the outdoor playground. The area where Child A was left unsupervised was fully fenced. Outside materials were in good repair and no hazards were observed.

On 05/13/2024, I spoke to Child A's Mother. She stated that Ms. Robb informed her of the incident the day following the incident. She has no concerns regarding care and supervision of children at the center.

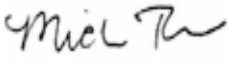
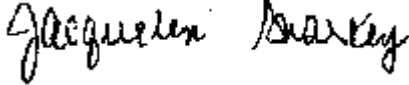
RULE/STATUTORY VIOLATIONS:

APPLICABLE RULES	
R 400.8125(1)	All staff and volunteers shall provide appropriate care and supervision of children at all times.
ANALYSIS:	On 02/07/2024, Child A was left unsupervised outside from 2:28 pm to 2:30 pm.
CONCLUSION:	Violation Established

BUREAU RECOMMENDATION

Bureau Recommendation
Upon receipt of an acceptable corrective action plan, I recommend the no change in the status of the license.

Approved By:

 Michelle Fruehan 08/02/2024 Consultant Date	 Jacquelin Sharkey 08/15/2024 Area Manager Date