



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

December 1, 2022

Diana Atkins
Notre Dame Preparatory School and Marist Academy
1300 Giddings Rd
Pontiac, MI 48340

RE: License #: DC630345638
Notre Dame Marist Academy - Lower Division
1425 Giddings Road
Pontiac, MI 48340

Dear Mrs. Atkins:

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](#).

During the renewal inspection on 11/03/2022, I found 4 violation(s) listed below and explained in the attached report:

- | | |
|-------------------|--|
| R 400.8134 | Hand washing. |
| R 400.8152 | Medication; administrative procedures. |
| R 400.8182 | Ratio and group size requirements. |
| R 400.8340 | Food services and nutrition; provided by parents. |

Due to the violations, you must send us a corrective action plan by 12/19 /2022. 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, a regular license will be issued. You will receive it 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,



Michelle Fruehan, Licensing Consultant
 Bureau of Community and Health Systems
 611 W. Ottawa Street
 P.O. Box 30664
 Lansing, MI 48909
 (248) 672-9158

Enclosure

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

I. IDENTIFYING INFORMATION

License#: DC630345638

Licensee Name: Notre Dame Preparatory School and Marist Academy

Licensee Address: 1300 Giddings Rd
Pontiac, MI 48340

Licensee Telephone #: (248) 373-5300

Licensee/Designee: Diana Atkins, Designee

Name of Facility: Notre Dame Marist Academy - Lower Division

Facility Address: 1425 Giddings Road
Pontiac, MI 48340

Facility Telephone #: (248) 373-2573

Original Issuance Date: 05/03/2016

Capacity: 255

Age Range: Ages 1 year 6 months Thru 12 years

Program Components: PRESCHOOL
SCHOOL AGE
INFANT/TODDLER
FOOD SERVICE
BEFORE/AFTER SCHOOL

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 11/03/2022
 Date of Environmental Health Inspection: 10/18/2022
 Date of Fire Safety Inspection: 11/08/2022
 Date of Lead Hazard Risk Assessment, if applicable: N/A
 Date of Documentation of Playground Compliance, if applicable: 02/10/2022

		No. of Records Reviewed
No. of children enrolled in care	41	10
No. of staff employed	7	5
No. of volunteers	0	0
No. of children present at time of inspection	32	
No. of staff present at time of inspection	4	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	32	
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: extended care room, 101, 102, 103, 104, 106, 107, 108, 109, 110, 112, 113, 114, 115, 116, 118
 Approved Program Director: Diana Atkins
 Approved Central Administrator: If none, indicate "none". If yes, list the central administrator's name.
 Approved Variances: none
 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 inspection, the center was found to be in compliance with all applicable rules and statutes except for the following violations:

R 400.8134 Hand washing.

(1) As used in this rule, "hand washing" means to cleanse the hands with soap and warm running water for at least 20 seconds.

Handwashing with soap and running water was not completed before lunch time. Children used hand sanitizer instead of soap and running water prior to eating lunch.

R 400.8152 Medication; administrative procedures.

(3) All medication must be in its original container, stored according to instructions, and clearly labeled for a named child, including all nonprescription topical medications described in subrule (8) of this rule.

Medication stored in classroom 101 was not clearly labeled for a named child. A container of Children's Zyrtec did not have a label for a named children.

R 400.8182 Ratio and group size requirements.

(3) In each room or well-defined space, the maximum group size and ratio of child care staff members to children, including children related to a staff member or the licensee, must be as shown in Table 4:

d)Preschoolers, 4 years of age until school age shall be in a child care staff member and child care staff ratio of 1 to 12, with no applicable group size.

Child care staff members to child ratios were not met in room 102. One child care staff member was left alone in room 102 with 13 children from 10:58 am to 11:03 am. The other staff member left the classroom to pick up food from the school cafeteria.

R 400.8340 Food services and nutrition; provided by parents.

(3) Breast milk, formula, milk, other beverages, and food furnished in a same-day supply must be covered and labeled with the child's first and last name and the date.

Containers of water were not labeled with each child's first and last name in room 102. There were six water bottles that had a child's first name only. Two water bottles were not labeled with any information.

IV. RECOMMENDATION

Upon receipt of an acceptable CAP, I recommend issuance of a regular license to this child care facility.

Michelle Fruehan

12/01/2022

Michelle Fruehan
Licensing Consultant

Date