



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 14, 2023

Cathrine Broessel
KCE Champions LLC
17050 Dorset Ave.
Southfield, MI 48075

RE: License #: DC630378495
Bradford Academy
24218 Garner
Southfield, MI 48033

Dear Mrs. Broessel:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 05/31/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

During the on-site inspection, I reviewed children's records and child care staff members' records. I observed children in care engaged in a variety of developmentally appropriate activities, including completing homework. I also children eating snack. The child care staff member's interaction with the children was positive and nurturing.

The violations that were found are:

R 400.8113 Program director qualifications; responsibilities.

(8) School-age program directors shall meet 1 of the following qualifications shown in Table 2:

TABLE 1 Early Childhood Program Director Qualifications			
	Education	Coursework in Early Childhood Education or Child Development	Hours of Experience
(e)	Valid child development associate credential with →	18 semester hours and →	960 hours

At the time of the interim inspection, the facility did not have an approved school-age program director. The proposed program director did not meet the coursework requirement of the rule.

R 400.8143 Children's records.

(1) At the time of a child's initial attendance, a center shall obtain a child information card, using a form provided by the department or a comparable substitute, that is completed and signed by the child's parent. The center shall keep it on file and accessible in the center.

Ten of the ten children's records reviewed, contained children's information cards that were missing information including parent's employer's name and phone number, physician's name and phone number, allergies, special needs and/or special Instructions, and parent's signature.

R 400.8143 Children's records.

(8) Upon enrollment and annually thereafter, a center shall obtain and keep on file at the center a signed statement from a school-age child's parent confirming all of the following:

- (a) The child is in good health with activity restrictions noted.
- (b) The child's immunizations are up-to-date.
- (c) The immunization record or appropriate waiver is on file with the child's school.

Eight of the ten children's records reviewed did not contain a signed statement from the school-age child's parent confirming all of the following:

- (a) The child is in good health with activity restrictions noted.
- (b) The child's immunizations are up-to-date.
- (c) The immunization record or appropriate waiver is on file with the child's school.

R 400.8170 Outdoor play area.

(13) All pieces of playground equipment that have an elevated playing or climbing surface, regardless of the height of the playing or climbing surface, must be surrounded by a shock absorbing surface and meet the guidelines defined by the Consumer Product Safety Commission (CPSC) Handbook for Public Playground Safety, which is available at no cost at www.cpsc.gov. This handbook is also available for inspection, and distribution at no cost, at the Michigan Department of Licensing and Regulatory Affairs, Bureau of Community and Health Systems, Child Care Division, 611 West Ottawa

Street, Lansing, MI 48933. The shock absorbing surface material may be either unitary or the loose-fill type. An exception to this subrule is provided for natural playgrounds.

I observed several areas under the elevated playground equipment with little to no shock absorbing surface under it.

Due to the violations, you must send us a corrective action plan by 07/04/2023. 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.

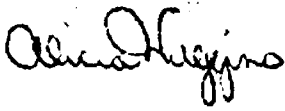
During calendar year 2022:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

You can find a copy of this inspection letter and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when inspection 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,

A handwritten signature in black ink, appearing to read "Alicia Wiggins". The signature is fluid and cursive, with the first name "Alicia" being more prominent than the last name "Wiggins".

Alicia Wiggins, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909
(248) 369-7892