



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

December 20, 2022

Tatherine Arkwood
Onaway Schools
4549 S M33
Onaway, MI 49765

RE: License #: DC710275232

**Onaway Area Community Schools
4549 M-33 South
Onaway, MI 49765**

Dear Ms. Arkwood:

This letter is to advise you that the 12/20/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study Report, is approved.

You can find a copy of this corrective action approval letter and the associated report on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of each type of report and corrective action plans can be found under [Overview of Licensing Reports](#).

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
R 400.8112(2)(b) Comprehensive background check; fingerprinting.	Program director Colleen Janeczek did not have a completed and signed consent and disclosure form on file during the on-site inspection.	Consent and disclosure is on file.	12/08/2022
R 400.8131(12) Professional development requirements.	Two preschool child care staff members did not complete the 2021 miregistry.org health and safety refresher. Four after school child care staff members did not complete the 2020 and 2021	Courses will be completed.	12/31/2022

	miregistry.org health and safety refreshers.		
R 400.8134(3)(a) Hand washing.	The after-school staff did not ensure that children wash their hand before snack; hand sanitizer was used.	Children are now washing their hands before they come in the after-school program for snack.	12/19/2022
R 400.8143(1) Children's records.	information was missing: (10) date of admission, (1) parent's telephone number, (4) mother and or father's employer and or employer telephone number, (5) physician telephone number and (3) permission for emergency medical treatment.	All missing information was completed.	12/19/2022
R 400.8146(1)(e) Information provided to parents.	There was no food service policy in the handbook provided to parents of after school program children.	There is now a food policy in the parent handbook.	12/01/2022
R 400.8161(5) Emergency procedures	There was no fire drill completed for the preschool April – June 2022.	Drills will be completed.	12/19/2022
R 400.8161(6) Emergency procedures.	There was only one tornado drill completed in 2021 for the preschool program.	Drills will be completed.	12/19/2022
R 400.8325(1) Sanitization.	The multi-use tables used for the after-school program were not washed, rinsed and sanitized before and after use; the tables were only sanitized.	Tables are now washed, rinsed and sanitized.	12/19/2022

It is expected that the corrective action plan will be implemented within the time frames as outlined in your plan.

A follow-up evaluation may be made to verify compliance. Should the corrections not be implemented in the specified time, it may be necessary to reevaluate the status of your license.

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, you may contact the local office at (866) 865-0006.

Sincerely,

A handwritten signature in cursive script that reads "Cheree Riley". The signature is written in dark ink on a light-colored, textured background.

Cheree Riley, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(989) 619-1651