



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

June 4, 2021

Kayla Cox
 Sturgis Public Schools
 107 W. West Street
 Sturgis, MI 49091

RE: License #: DC750341506

RE: SI LOG #: **Sturgis Great Start School Readiness Program
 303 E. Jerolene
 Sturgis, MI 49091**

Dear Ms. Cox:

This letter is to advise you that the 12/17/2020 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 400.8110(3)(c) Applicant; licensee; licensee designee; requirements.	The center did not post a notice stating that the center requires a comprehensive background check on its employees and unsupervised volunteers.	The licensee designee stated that she would post a notice stating the center requires comprehensive background checks on employees and unsupervised volunteers.	01/17/2021
R 400.8125(4) Staff; volunteer; requirements.	The licensee's written policy regarding the screening and supervision of staff and volunteers did not include a statement that any individual registered on	The licensee designee stated that she would add a statement to the written screening policy that anyone who was registered on PSOR was prohibited from	01/17/2021

	the public sex offender registry is prohibited from having contact with any child in care.	having contact with any child in care.	
R 400.8131(8) Professional development requirements.	The on-going professional development plan did not include all the training and professional development required by the rules. It stated that CPR/First Aid must be updated every twelve months and did not address the health and safety requirements.	The licensee designee stated that she would update the on-going professional development plan to reflect all the training required by the rules.	01/17/2021
R 400.8143(1) Children's records.	I reviewed 38 child information cards and 12 cards were missing required information such as employer names, employer phone numbers, physician information, allergies/special needs, release information, and signed emergency medical permission.	The center will obtain the missing information on the child information cards.	01/17/2021
R 400.8143(6)(c) Children's records.	I reviewed 38 child files and one child file in Room 104 was missing a completed physical evaluation signed by a physician within 30 days of initial attendance. The child started in September 2020.	The center will obtain the missing physical and add it to the child's file.	01/17/2021
R 400.8152(5) Medication; administrative procedures.	A bottle of antacids was in a drawer in Room 104 and was within the reach of children.	The licensee designee stated that the medication would be removed and kept out of reach of children.	01/17/2021

R 400.8161(6) Emergency procedures.	A tornado drill was not practiced between March and November 2019.	The licensee designee stated that moving forward they would practice two tornado drills between the month of March and November.	12/17/2021
R 400.8315(1) Food and equipment storage.	The refrigerator in Room 101 used for storing children's snacks did not have an accurate working thermometer.	The center will add a thermometer to the refrigerator in Room 101.	01/17/2021

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 (616) 356-0183.

Sincerely,

Carrie Harris

Carrie Harris, Licensing Consultant
 Bureau of Community and Health Systems
 Unit 13, 7th Floor
 350 Ottawa, N.W.
 Grand Rapids, MI 49503
 (269) 615-5617