



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

August 27, 2018

Kathleen Conroy
Childtime Childcare, Inc.
3916 52nd Street
Kentwood, MI 49546

RE: License #: DC700393431
Childtime Learning Center
163 Panther Drive
Holland, MI 49424

Dear Ms. Conroy:

Attached is the Addendum to the Original Licensing Study Report for the above referenced facility.

Please review the enclosed documentation for accuracy and 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 (616) 356-0183.

Per MCL 722.113g, this report must be filed in your licensing notebook.

Sincerely,

A handwritten signature in cursive script that reads "Rachel Arens".

Rachel Arens, Licensing Consultant
Bureau of Community and Health Systems
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503
(616) 916-5074

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
ADDENDUM TO ORIGINAL LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #:	DC700393431
Licensee Name:	Childtime Childcare, Inc.
Licensee Address:	Suite 100 21333 Haggerty Road Novi, MI 48375
Licensee Telephone #:	(616) 796-6650
Administrator/Licensee Designee:	Kathleen Conroy
Name of Facility:	Childtime Learning Center
Facility Address:	163 Panther Drive Holland, MI 49424
Facility Telephone #:	(616) 796-6650
Capacity:	88
Program Type:	CHILD CARE CENTER

II. Purpose of Addendum

Program Director Melisa Ricketson-Bowman requested the approval of a new older infant room and an increase in the overall capacity of the center.

III. Methodology

08/13/2018 – Modification request received

08/14/2018 – Inspection completed onsite

IV. Description of Findings and Conclusions

Childtime Learning Center is a full component center which offers care for infants, toddlers, preschool and school aged children. On 08/14/2018 an onsite inspection was completed to the licensed facility in order to inspect and measure the proposed changes in child care use space.

The Older Infant room measures approximately 32ft x 18ft, for a total of 576 square feet. This is sufficient space for 12 children aged 2.5 years and younger. The center plans to use this room for children 10 months to 18 months of age.

Previously approved child use space:

- The Infant Room will be used for children ages 6 weeks to 12 months of age. It measures approximately 27 ft. x 11 ft. providing a total of 297 square feet. There is an adjoining napping space connected the infant room by a large opening. The napping room and connecting area measures 8 ft. x 4 ft. and 6 ft. x 4 ft. for a total of 353 square feet. This accommodates a capacity of 7 children under the age of 2.5 years.
- The Toddler 1 Room will be used for children ages 12 months to 2 years of age. It measures approximately 19 ft. x 20 ft. providing a total of 380 square feet. This accommodates a capacity of 8 children under the age of 2.5 years.
- The Toddler 2 Room will be used for children 2 years of age to 2.5 years of age. It measures approximately 26 ft. x 18 ft. providing a total of 468 square feet. This accommodates a capacity of 9 children under the age of 2.5 years.
- The PreK Room measures approximately 27 ft. x 31 ft. providing a total of 837 square feet. This accommodates a capacity of 24 children over the age of 2.5 years.
- The GSRP classroom is a full day program at the center. The room measures approximately 22 ft. x 27 ft. providing a total of 594 square feet. This accommodates 17 children over the age of 2.5 years.
- The School Age Room measures approximately 23 ft. x 31 ft. providing a total of 391 square feet. This accommodates a capacity of 11 school aged children.
- The Gym/Activity Room measures approximately 30 ft. x 24 ft. providing a total of 720 square feet. This accommodates a capacity of 14 children under the

age of 2.5 years or 21 children over the age of 2.5 years. The licensee understands that ratios and capacity in the gym are determined by the youngest child present. This room is not included in the overall capacity of the center.

The total available space is sufficient for an overall center capacity of 88 children, infant through school aged.

There are 15 sinks and 7 toilets available for children to use. This supports the new capacity of 88 children.

The classrooms are furnished with a variety of developmentally appropriate equipment. There is adequate equipment to support the capacity increase.

New Environmental Health and Fire Safety Inspections were not required for this modification.

V. Recommendation

I recommend the approval of the new older infant classroom and an increase in capacity to 88 children.



08/27/2018

Rachel Arens
Licensing Consultant

Date