STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHELLE RICHARD
ACTING DIRECTOR

June 21, 2024

Ariel Filonczuk
Oaken Shield Equestrian LLC
3935 Seven Mile Road
South Lyon, MI 48178

RE: Application #: CD810418436 and SD810418437
Summer Horse Camp @ Oaken Shield Equestrian
3935 Seven Mile Road
South Lyon, MI 48178

Dear Ariel Filonczuk

Attached is the Original Licensing Study Report for the above referenced facility. The study has determined substantial compliance with applicable licensing statutes and administrative rules. Therefore, original SITE and PROGRAM licenses have been issued.

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 Grand Rapids licensing unit at (616) 356-0100.

Sincerely,

James Vanden Heuvel

James Vanden Heuvel, Lead Camp Consultant
Camp Licensing Unit
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503
616-901-3730

CAMP ORIGINAL LICENSING STUDY REPORT

Michigan Department of Lifelong Education, Advancement, and Potential

IDENTIFYING INFORMATION

PROGRAM License Number	PROGRAM (Camp) Name		Application Date		
CD810418346	Summer Horse Camp		4/19/24		
PROGRAM Phone Number	**PROGRAM Applicant Address**		**City**	**State**	**Zip**
248-486-7433	3935 Seven Mile Road		South Lyon	MI	48178
SITE License Number	**SITE Name**	**Camp SITE Address**	**City**		**Zip**
SD810418437	Oaken Shield Equestrian	3935 Seven Mile Road	South Lyon		48178
Camp SITE Telephone	**Applicant/Licensee Designee Name**		**E-Mail**		
(248) 486-7433	Ariel Filonczuk		office@oakenshieldeq.com		

Is the PROGRAM applicant the same as SITE Applicant/Licensee?
☒ Yes ☐ No

Terms: Gender: Both From Age: 7 To Age: 17 Capacity: 14

PROGRAM Type
☒ Day ☐ Residential ☐ Troop ☐ Travel ☐ Adult Camp

Camp SITE Type
☒ Day Site ☐ Residential Site

METHODOLOGY

04/19/2024	Enrollment
05/07/2024	Inspection Completed Onsite
06/11/02024	Inspection Completed-Env Health
06/17/2024	PSOR Completed Onsite
06/17/2024	Contact Document Sent-Policies Approved
06/18/2024	Inspection Completed-Full Compliance

DESCRIPTION OF FINDINGS

A. SITE DESCRIPTION

Outdoor	☒ Acreage: 5	☒ Water Supply: Private	☒ Sewage: Private Sewer	Bodies of Water: ☐ Lake(s) ☐ River(s) ☐ Pond(s) ☐ Pool(s)		☒ Other: Horse paddocks	
Indoor	Sleeping ☐ Dormitory ☐ Cabins ☐ Tents ☒ None	Dining ☐ Dining Hall ☒ Outdoor	Health Area ☐ Center ☒ Office ☒ Isolation	Activity Area(s) ☐ Classrooms ☐ Craft Rooms ☐ Gym ☒ Multipurpose ☐ Indoor pool(s)	Bathroom(s) ☐ Indoor ☒ Portable ☐ Accessible	Fire Safety: QFI N/A	Env. Health: EHI approved
High Adventure	Aquatics ☐ Swimming ☐ Sailing ☐ Canoe/kayak ☐ Waterskiing ☐ Tubing ☐ Waterslide	Target ☐ Archery ☐ Riflery ☐ Other:	Trail Sport ☐ Biking ☒ Horseback ☐ Go Carts ☐ Other:	Adventure ☐ Low Obstacle ☐ High Ropes ☐ Rappelling ☐ Climbing ☐ Zipline ☐ Gymnastics	Travel ☐ Day Trips ☐ Overnight Off-site	Other: ☐ ☐ Winter Sports: ☐ ☐	

Findings: This day campsite is an equestrian center with large indoor riding arena, outdoor riding areas, and open fields. The campsite includes indoor shelter space for inclement weather, a single stall bathroom, and port-a-johns for camper use. The facility received an acceptable rated Envirionmental Health Inspection from the Wastenaw County Health Department. The campsite does not have trail riding but has indoor/outdoor riding arenas for instruction and riding. The campsite is conducive for a day camp and meets applicable licensing rules.

B. PROGRAM DESCRIPTION

Operation	Days and Times of Operation: The camp program operates seasonally during the summer months. The program is weekly day camp with hours of operation from 9am to 2pm.
Staffing	Adult Staff to Camper Ratio: 1 adult to 10 campers maximum.
Training	Staff Training Content Covers: ☒ proper supervision ☒ program development for age groups ☒ behavior management ☒ child protection ☒ plans for emergencies, rain, and regular camp operations. Proposed Staff Training Hours (3 hours per week of service): ☒Yes ☐No

Findings: The day camp program operates during the summer months and includes a focus on horseback riding. Campers will participate in equestrian activities like riding lessons, saddling, grooming, feeding and caring for horses, as well as social connections. The typical day will involve riding, games, arts and crafts, and horse care. The staff are trained in program development, supervision and care for campers, child protection, behavior management, and emergency procedures. The camp program meets applicable licensing rules.

C. RULE/STATUTORY VIOLATIONS

The camp PROGRAM and SITE were found to be compliant with statute and administrative rules.

RECOMMENDATION

I recommend issuance of an original SITE and PROGRAM licenses to this day children's camp.

James Vanden Heuvel	James Vanden Heuvel	6/18/2024
Consultant's Signature	Printed Name/Licensing Consultant	Date
Richard Lower	Richard Lower	6/20/2024
Approved By:	Printed Name/ Manager	Date

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