



STATE OF TENNESSEE
DEPARTMENT OF HUMAN SERVICES

Child and Adult Care Licensing
393 Maple Street Suite #200
GALLATIN, TENNESSEE 37066

TELEPHONE: 615-532-4410 FAX: 615-532-9235
TTY: 1-800-270-1349
www.tn.gov/humanserv/

BILL LEE
GOVERNOR

CLARENCE CARTER
COMMISSIONER

March 18, 2022

Holly Jennings
Little Tree Schoolhouse
1108 McKennie Ave.
Nashville, Tn 37216

Hand Delivered

Dear Ms. Jennings:

It has come to our attention that you are providing child care to children who are not related to you. The Department of Human Services ("Department") has the responsibility for determining whether a child care provider is required to be licensed by the Department. (Tennessee Code Annotated, § 71-3-502(a)(1)) According to the child care licensing law, any person who provides child care for three (3) or more hours per day to more than four (4) children who are not related to the primary caregiver must be licensed by the Department. The purpose of the licensing law is to provide protection for children while in care outside their homes. (Related children are your children, stepchildren, grandchildren, step-grandchildren, siblings, step-siblings, nieces, nephews or foster children.) The law and the Department's regulations also have certain requirements that must be met by the child care provider in order to be licensed as a child care agency.

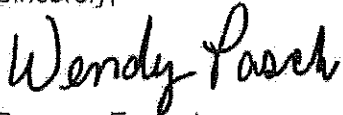
The Department is authorized by Tenn. Code Ann. § 71-3-504 to take legal action to stop or prevent the provision of child care services in violation of the law. Operating an unlicensed child care is a Class A misdemeanor criminal offense. Tenn. Code Ann. § 71-3-505 states:

- a) **Any person or entity operating a child care agency, as defined in § 71-3-501, without being licensed by the Department or who continues to operate such agency while a suspension of the license is in effect, or who operates a child care agency following the effective date of a denial or revocation of a license, commits a Class A misdemeanor.**
- b) **Each day of operation without an effective license constitutes a separate offense.**

A Class A misdemeanor can result in imprisonment for up to eleven (11) months, twenty-nine (29) days, or a fine not to exceed two thousand five hundred dollars (\$2,500), or both for each day of operation of a child care agency without an effective license.

In order to assure us that you are in compliance with the law, please complete the attached Statement of Operation form and return it to the licensing representative during this visit. ***Please be aware that you may not provide child care without a license for three (3) or more hours per day to more than four (4) children who are not related to you. If you are now caring for more than four (4) such children, you must cease doing so immediately.*** A licensing representative may make an unannounced visit to your home at any time to verify your compliance with the law.

Sincerely,



Program Evaluator

Approved by: *Cynthia Roberts*
Child Care Licensing Supervisor

Enclosure

3/18/2022