DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due 9/24/2026	**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**	TO FILE A COMPLAINT CALL 262-446-7800

Use of Form: This form is used by certification / licensing staff to identify statute and / or administrative rule violation(s) and to outline imposed plans of correction, if applicable. This form is used by certified operators / licensed centers to meet the requirements of DCF 202.065, DCF 250.04(2)(i) and (3)(d), DCF 251.04(2)(L) and (3)(f)., DCF 252.41(1)(L) and (2)(k). Failure to submit an appropriate correction plan by the due date listed above may result in sanctions identified in the statute and / or administrative rule. Public Schools may submit plans of correction however are not required to do so.

Instructions: The Noncompliance Statement below identifies the violation(s) of child care statute and / or administrative rule identified by the certification / licensing specialist. Complete the section labeled "Correction Plan" by indicating the steps that will be taken to address and correct each of the listed noncompliance(s). Identify expected completion date(s) for each item. Return the original to your certification / licensing specialist for approval and retain a copy. If this is a licensed child care, post your copy of the noncompliance statement and correction plan near the license in accordance with Wis. Stat. 48.657. This request for a correction plan is not an order imposing a sanction or penalty pursuant to Wis. Stat. 48.715. If the department decides to apply a statutory sanction and / or penalty for facts arising from this finding or a future finding, you will be given a notice of the sanction and / or penalty and your appeal rights.

Name - Certified Operator / Licensed Center		**Provider Number / Facility ID Number**	
St Ann Ctr Intergenerational Care		1000566171 / 008 - 2002491	
Address - Facility (Street, City, State, Zip Code) 2450 W North Ave Milwaukee WI 532051001		**Telephone Number** 414-210-2468	**Date - Regulation Visit** 9/2/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(8)(a) **Mandated Reporting - Child Abuse & Neglect** Description: 251.04(8)(A) States that a licensee, employee, or volunteer at a child care center who knows or has reasonable cause to suspect that a child has been abused or neglected or that the child has been threatened with abuse or neglect shall immediately report their concerns to the appropriate authorities as defined in the rule. Contrary to 251.04(8)(A) staff A & B failed to immediately report their concerns that a child had potentially been abused or neglected.	Gave additional training during PD Day on Child Abuse & Neglect 9-24-26		

NAME - Agency Worker
April Lynch, Allison Nyren

Date Issued
9/10/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
09/11/2026

Sign In Sheet
PD Day 09/04/2026

Name
Natasha Schwingle
Nadiyan Bell
Sr Anne Amiro
Nicole Troestler
Sandra Carter
Sharette
Isabella Collier
Araceli Garcia
Laurie Henderson Thurman
Nichole Adams
Lizbeth Quevedo
Jada Williams

- Sharing unverified information, discussing another person's private business, or repeating conversations that do not involve you is considered gossip.
- If you have a concern involving a coworker or family, bring it directly to management instead of discussing it with other staff members.
- Do not involve families in staff disagreements or discuss workplace conflicts in front of children, families, visitors, or employees from other departments.
- Every staff member signed the employee handbook and is responsible for following its expectations regarding professional conduct and gossip.
- Gossip that creates or escalates a conflict between coworkers or families may be grounds for immediate termination, in accordance with the employee handbook.
- Staff members are expected to communicate respectfully, maintain confidentiality, and help create a professional and positive workplace.

14. Active Supervision, Head Counts, and Code Purple

- Staff must maintain **sight-and-sound supervision** of all children at all times.
- Teachers must remain alert and position themselves so they can see and hear every child.
- Head counts must be completed regularly and during every transition, including:
    - Entering or leaving the classroom
    - Going to and returning from the playground
    - Visiting the atrium, library, or another activity area
    - Combining or transferring classrooms
    - Before and after transportation
- Teachers must compare each head count with the classroom attendance list to ensure every child is accounted for.

Code Purple: Missing Child

- **Code Purple means that a child is missing or cannot be immediately located.**
- As soon as a teacher realizes a child is missing, administration must be contacted immediately.
- Do not delay reporting the situation to search alone.

- Administration will alert staff throughout the building so everyone can be on the lookout for the child.
- Staff must follow management's directions while continuing to supervise the remaining children.
- Once the child is located, administration must be notified immediately.
- The incident must be documented according to the center's reporting procedures.

Active supervision and accurate head counts are every staff member's responsibility and are essential to keeping our children safe.

15. Child Abuse

What might teacher abuse look like?

- Hitting, spanking, slapping, shaking, or roughly handling a child
- Yelling at or threatening children
- Calling a child names or humiliating them
- Intentionally frightening a child
- Using food, naps, or the bathroom as punishment
- Improperly restraining or isolating a child
- Ignoring a child's needs as punishment
- Handling a crying or upset child aggressively
- Any sexual behavior or inappropriate physical contact
- A teacher repeatedly targeting one particular child

Wisconsin says child-care workers are **mandated reporters**. If a worker has reasonable cause to "suspect" that a child has been abused or neglected, they must report it to the appropriate county agency or law enforcement. Call Cps right away. You can remain anonymous.

Report it to Director that you made a report. Director would then follow up with Licensor. Don't be afraid to speak up what we don't know we can't handle.

Anyone required to file a child abuse or neglect report and fails to do so, may be fined not more than $1,000 or imprisoned not more than six months, or both

Active Supervision at-a-Glance

SIX STRATEGIES TO KEEP CHILDREN SAFE

The following strategies allow children to explore their environments safely. Infants, toddlers, and preschoolers must be directly supervised at all times.

Set Up the Environment

Set up the environment so you can supervise children and are always able to reach them if necessary. Keep spaces clutter-free and place furniture so you can observe the whole room.

Position Staff

Plan where you and other staff position yourselves to see and hear all children. Make sure there are clear paths to where children are playing, sleeping, and eating. This allows you to react quickly when necessary and stay close to children who may need additional support.

Scan and Count

Always be aware of where every child is and what they are doing. Scan the entire environment and count children frequently, especially during transitions when moving from one location to another.

Listen

Listen closely to children to identify signs of potential danger. Specific sounds or the absence of them may be reason for concern. Listen for signs that a child is getting upset or for sounds in the environment, such as bells on the door that alert you when a child leaves or enters the room.

Anticipate Children's Behavior

Use what you know about each child's temperament, developmental abilities, interests, and skills to predict what the child may do next. Pay attention to changes in a child's mood or health and anticipate when they may wander off, get upset, or take a dangerous risk.

Engage and Redirect

Offer support by using what you know about each child's individual needs and development. Encourage children to solve problems on their own and help them develop solutions if needed. Offer different levels of assistance or redirection depending on each child's needs.



National Center on
Health, Behavioral Health, and Safety

1-888-227-5125
health@ecetta.info
https://eclkc.ohs.acf.hhs.gov/health

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MULTIPLE CHOICE QUESTION

1. **Maria and Yasmin have taken their classroom of 3-year-old children to the playground for outdoor playtime. The 15-foot square playground has a plastic climber, a water/sand table, and a swing set. Maria and Yasmin stand at opposite corners of the playground so they can move quickly when a child needs assistance.**

Scan and Count

Position Staff

Set Up Environment

Listen

2. **When all children are in line, both Maria and Yasmin count the children again. They scan the playground to make sure everyone is in place, then move the children back into the classroom.**

Set up environment

Scan and count

Position staff

Engage and redirect

3. **Maria asks David, a child who has trouble coming inside from play time, to help her hand out colored popsicle sticks to the other students.**

Listen

Anticipate child's behavior

Engage and redirect

Scan and count

4. **Maria notices that Felicia throws the toys without looking. Maria moves to stand behind Felicia and suggests she put the toy back in the basket when she is done with it.**

Engage and redirect

Anticipate child's behavior

Scan and count

Listen

What is physical abuse?

What is the primary goal of child protective services (CPS)?

A. Punish abusive parents

B. Provide financial aid

C. Ensure the safety and well-being of children

D. Offer educational resources

What is the first step you should take if you suspect a child is being abused?

A. Confront the suspected abuser

B. Report your suspicions to authorities

C. Wait for more evidence

D. Discuss it with the child

What is the legal responsibility of a mandated reporter?

A. To provide counseling to the child

B. To report suspected child abuse

C. To investigate the abuse themselves

D. To confront the abuser

If you notice a mark after a teacher had an encounter with child what should you do?
