

<b>Date Correction Plan Due</b> 10/2/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 920-785-7811
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**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.

<b>Name - Certified Operator / Licensed Center</b>		<b>Provider Number / Facility ID Number</b>		
Here We Grow Child Care - Lincoln		3000557213 / 001 - 420672		
<b>Address - Facility (Street, City, State, Zip Code)</b>		<b>Telephone Number</b>	<b>Date - Regulation Visit</b>	
307 Lincoln Ave Sheboygan WI 53081		920-458-8003	6/25/2024	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(6)(b) <b>Current, Accurate Daily Attendance Record</b>  Description: Based upon record review on 06/13/2024 a child was signed into care hours after not being in the care of the center.	We did a Supervision training at our staff meeting. We went over name to face and the count sheets, we reviewed how to use them properly	6/2024	
2	251.05(2)(a)2. <b>Staff Record - Completed Background Check</b>  Description: Based upon record review, on 6/13/2024 a child care worker counted in staff to child ratio did not have preliminary eligibility.	I need to have background check and fingerprinting done before employee starts working in a classroom.	6/2024	

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3	251.05(2)(a)4.a. <b>Staff Record - Registry Certificate</b>  Description: Based upon record review, a staff member did not have a certificate from the Wisconsin Registry on file.	I believe we have 30 days to turn in registry. That is the information I have on the forms for new staff, I will check to make sure that is true.	The Employee decided not to work here.
4	251.05(2)(a)5. <b>Staff Record - High School Diploma</b>  Description: Based upon record review, a staff member did not have a high school diploma or its equivalent on file.	He had a High School Diploma he was in the process of turning in, I will make sure new employees will turn in before they start.	The Employee decided not to work here.
5	251.05(3)(b) <b>Abusive Head Trauma Prevention Training</b>  Description: Based upon record review, a staff member counted in staff to child ratio, did not complete Abusive Head Trauma training prior to beginning work with children under the age of 5.	He had the Training he had not turned in his Certificate. I will make sure New Employees will have in their file before they start in a Classroom.	The Employee decided not to work here.

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6	251.055(1)(a) <b>Supervision Of Children</b>  Description: Based upon self report, police report, and staff statement, on 06/13/2024 a 4.5 year old child was left at Cole Park when the assigned group transitioned back to the child care center and the child's whereabouts were unknown to the center for approximately 30 minutes when a good Samaritan found the child, and contacted the police department.	We did a Supervision training at our next staff meeting, we went over how important tracking and name to face is every half hour and before leaving the park and upon returning to the center and when going inside and when we return to the classroom	6/2024
7	251.055(1)(f) <b>Child Tracking Procedure</b>  Description: Based upon investigation and staff interview, on 06/13/2024 a tracking procedure was never conducted, when a walking field trip was taken to a local park and a child's whereabouts were unknown to the center for approximately 30 minutes when a good Samaritan located the child and contacted police.	We did our Supervision training at our next staff meeting we went over how important tracking and name to face is every half hour and before leaving the park or any field trip and upon returning to the center and when going inside the center and when we return to the classroom. The staff involved were written up and put on Probation	6/2024

**NAME - Agency Worker**  
Amanda Holz

Date Issued  
9/18/2024

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**

Date Signed

*Terisa Weisfeld*

10-11-2024