DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
10/16/2026		608-422-6765

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
Kids Club Childcare Center Llc		0000590420 / 001 - 2005465
Address - Facility (Street, City, State, Zip Code) 420 W Us Highway 11 Footville WI 535377105	**Telephone Number** 608-631-0630	**Date - Regulation Visit** 9/28/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)6. **Staff Record - Days & Hours Worked** Description: The center did not maintain accurate documentation of staff days and hours worked and in which classroom, when included in the staff-to-child ratio when records were missing staff sign in and outs for the day.	Adding to Classroom Schedules	9/28/26	
2	251.06(11)(b)7. **Outdoor Play Space - Enclosure** Description: The outdoor enclosure had a gap greater than 4 inches.	Repair Fence	9/28/26	

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	Rule/Statute Number **Noncompliance Statement**	**Correction Plan**	**Expected Completion Date**	**Verification Date**
3	251.06(2)(gm) **Premises - Well Drained, Clean, In Good Repair** Description: The premises was not maintained in good condition when the infant playground had overgrown weeds and grass which can attract pests and be a potential safety hazard.	Remove Weeds	9/28/26	
4	251.06(4)(d) **Exits & Passageways - Unobstructed, Minimum Width** Description: Exit and exit passageways did not have a minimum clearance of three feet wide when obstructed by car seats and other objects.	Remove Shelves out of back hallway	10/10/26	
5	251.07(6)(dm)4. **Medical Log - Reviewing Injury Records** Description: Medical log books were not reviewed by the director or director's designee every six months as required.	Review Medical log book	9/28/26	
6	251.07(6)(f)1.b. **Medication Administration - Containers & Labeling** Description: Medication was not labeled with the child's name.	Put names on medication as well as bag stored in.	9/28/26	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date

NAME - Agency Worker
Rebecca Brisbois

Date Issued
10/2/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Jean P Burke

Date Signed
9/28/26