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
7/7/2026		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
The Learning Experience	7000593787 / 001 - 2008763

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
2750 Ironwood Dr Sun Prairie WI 535908819	608-478-1190	6/9/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 ✓	251.04(6)(a)6m. **Child Record - Immunization History** Description: Child 2's file did not have any documentation to indicate that the child's immunization history is in compliance with s. 252.04, stats., and ch. DHS 144.	All children currently enrolled over 30 days have immunizations on file	7/6/26	
2	251.04(6)(a)8.a. **Child Record - Physical Exam - Under 2** Description: Child 2 has been enrolled at this center for over 6 months but there was no health examination in the child's file, which was due within 3 months after being admitted to the center.	All children in center over 30 days have health report on file	7/6/26	

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3	251.05(2)(a)2. **Staff Record - Completed Background Check** Description: Staff J began employment with this center again in May of 2026 and was observed caring for children on June 9, but management did not confirm with the department whether Staff J continues to be eligible to work in child care as this staff was not entered in the background check system, the child care provider portal, until the licensor informed the program of the missing entry on June 9. Repeat violation: Previously cited on 5/21/2026	All staff are fully entered into the portal prior to their first day of employment	7/6/24	CS 7/14/26
4	251.05(2)(a)5. **Staff Record - High School Diploma** Description: Documentation of a high school diploma or its equivalent was not on file for Staff H.	Staff H's high school diploma is being evaluated by the registry and is on file in her staff file	7/6/24	CS 7/14/26
5	251.05(2)(a)6. **Staff Record - Days & Hours Worked** Description: Documentation of staff days and hours worked, and in which classroom, when counted in ratio was not accurately maintained. On June 9 Staff K was signed in to Twaddler A from 8:20 a.m. to 8:50 a.m., and was also signed in to Prepper A from 8:30 a.m. to 8:40 a.m. and Infant B from 8:40 a.m. to 8:45 a.m. Repeat violation: Previously cited on 5/6/2026, 2/17/2026	New tracking and sign in processes in place for hours of 6:30-9:30 am for all staff. Hours for staff have been adjusted for additional support. Management conducts hourly audits	7/6/24	

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6	251.055(1)(f) **Child Tracking Procedure** Description: Attendance tracking procedure was not adhered to in the Prepper A classroom at the start of the monitoring visit on June 9, 2026. By 8:30 a.m. all Prepper A teachers had arrived but the teachers did not complete child attendance until after 9:30 a.m. As a result, Child 8 was signed in at the front desk by his parent at 9:10 a.m. but was not signed into any classroom attendance until after 9:35 a.m. Repeat violation: Previously cited on 5/6/2026, 2/17/2026	Staff must track and log child attendance as soon as children enter the classroom. All staff were retrained on the process during staff meeting on 6/30/2026 with a review of CSR logs and process for sign in/sign out	6/30/26	
7	251.055(2)(b) **Staff-To-Child Ratios - Minimum** Description: There were seven infants signed in to the Infant B classroom with only Staff E from 1:20 PM to 1:57 PM on June 8, 2026. There were eight children signed in with only Staff J, but two staff were required to meet the minimum staff-to-child ratio requirement in Twaddler A on June 8 from 8:20 AM to 8:55 a.m. The group included five children who were 1.5 and 2-years-old and three children who were 2.5-years-old. Repeat violation: Previously cited on 5/6/2026, 4/6/2026	Staff must properly sign in and out when entering and leaving classrooms. All staff were retrained during staff meeting on 6/30/26. Management conducts audits hourly for accuracy. Classrooms have labels outside of doors with reminders of ratio and max group size.	6/30/26	

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8 251.055(2)(e) **Mixed Age Group Of Children Over Age 2 - Group Size** Description: The Twaddler A classroom exceeded maximum group size allowed from 8:30 to 8:50 a.m. on June 9 when there were 16 children signed in, including 13 children who were 1.5 and 2-years-old and 3 children who were 2.5-years-old. Repeat violation: Previously cited on 4/6/2026	Classrooms have labels outside of doors with reminders of ratios & max group size. All staff were reminded of max groups & class size for each room. Management conduct hourly audits for compliance	6/30/26	
9 251.06(7)(a) **Indoor Space - Square Footage Per Child** Description: The Twaddler A classroom exceeded the usable floor space when on June 9 between 8:30 AM and 8:50 AM there were 16 children signed in, but there is only enough usable floor space for 15 children in this room. Repeat violation: Previously cited on 5/6/2026	All classrooms have labels outside of doors with reminder of ratio & max group size. Additional label included for max capacity of room. All staff refreshed on these numbers	6/30/26	
10 251.07(2)(b) **Policy - Child Guidance** Description: Staff D and Staff G yelled at children instead of providing positive reinforcement and redirection. Repeat violation: Previously cited on 5/6/2026, 2/17/2026	Staff is receiving training with youngstar coaching support on child guidance weekly. Management is conducting weekly video observations with sound and in-person observations.	6/30/26	

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11	251.07(2)(e) **Child Guidance - Prohibited Actions** Description: Staff A and Staff J used prohibited actions that were potentially injurious when they picked up toddlers by their arms instead of under children's armpits or around their ribcages. Incorrectly lifting toddlers can cause dislocated elbow or shoulder and ligament hyperextension. Repeat violation: Previously cited on 5/6/2026	All staff including A+J were given a demonstration on proper ways to pick up children at our staff meeting on 6/30/26. Staff were also shown what can happen if not picked up correctly	6/30/26	
12	251.07(2)(e)5. **Prohibited Actions - Cruel, Aversive, Frightening, Humiliating Actions** Description: Staff G yelled at 3-year-old Child 5 repeatedly on June 9. Staff G described to other staff that Staff G was lightheaded due to how much Staff G was yelling at Child 5, who is known to have a developmental disability. Repeat violation: Previously cited on 5/6/2026	Individual conversation and coaching with Staff G regarding interactions with child. Teacher given additional support and tools for helping with child. Director following up with observations	6/9/26	
13	251.07(5)(b)1. **Mealtime - Staff With Children** Description: Staff did not sit at tables with children as the children ate lunch, as required. Repeat violation: Previously cited on 5/6/2026	Staff were instructed to sit with children during meal times and chairs have been added to all rooms to support this	7/6/26	

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14	251.07(6)(dm)2. **Medical Log - Pages & Entries** Description: Lines were skipped in the medical log book in the Infant B classroom. Repeat violation: Previously cited on 5/6/2026	All medical logs reviewed for errors & skipped lines. Staff instructed on proper entry. Logs to be reviewed monthly	7/6/26	CS 7/14/26
15	251.07(6)(dm)3.b. **Medical Log - Injury In Care** Description: Two accident/incident report sheets were found in classrooms that were not documented in any medical log book, including one for Child 9 dated May 26, 2026 and one for Child 10 dated June 5, 2026. Additionally, there were no injuries documented in the Twaddler A medical log book for the entire month of May, 2026. Repeat violation: Previously cited on 5/6/2026, 2/17/2026	All medical logs reviewed for errors & skipped lines. Staff instructed on proper entry. Logs to be reviewed monthly. All staff must bring report to management with medical log to show it is entered & reviewed daily	7/6/26	CS 7/14/26
16	251.07(6)(g)1. **Wiping Bodily Secretions** Description: One child in the Prepper A classroom and one child in the Twaddler A classroom were seen with mucus on their faces that was not wiped, as required. Repeat violation: Previously cited on 5/6/2026	At staff meeting on 6/30/26 importance of wiping noses was discussed. Staff recognize importance of keeping faces clean at all times	6/30/26	CS 7/14/26

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17 251.07(6)(i)1. **Washing Child's Hands & Face** Description: Children's hands were not washed after diapering in the Infant B room, as required. For children under one year of age, hands may be washed with soap and a wet fabric or paper washcloth. Repeat violation: Previously cited on 5/6/2026	All staff were retrained on proper handwashing following diapering/bathroom procedures at staff meeting on 6/30/26	6/30/26	CS 7/14/26
18 251.07(6)(i)2. **Adult Handwashing** Description: Staff E in Infant B not wash her hands with soap and warm running water before assisting with diapering, as required, and instead just put on gloves. Repeat violation: Previously cited on 5/6/2026	All staff were retrained on all steps of diapering process at staff meeting on 6/30/26	6/30/26	CS 7/14/26
19 251.09(1)(b) **Infant & Toddler - Location & Sharing Intake Information** Description: Admission information for Child 4 was not on file in the Infant A classroom with the child, as required. Repeat violation: Previously cited on 4/6/2026	All under 2 intake forms are in all classrooms within Child's first day	6/30/26	

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20	251.09(1)(d) **Infant & Toddler - Assignment To Room & Caregiver** Description: Each infant and toddler was not cared for by a regularly assigned child care worker in a self-contained room or area, as required when on June 9 Child 10, a 1.5-year-old, was moved four times between three classrooms and experienced eight caregivers and Child 11, an 8-month-old, was moved four times between two classrooms and experienced eight caregivers. Repeat violation: Previously cited on 4/6/2026	Additional staff are brought in earlier to ensure less moves for children under 18 months, as well as in older rooms. Staff schedules are sent to licensor every Friday for upcoming week for review as well. Management reviews schedules daily to ensure no additional adjustments needed	6/30/26	
21	251.09(3)(a)9. **Infant & Toddler - Bottle Feeding** Description: A parent informed licensing that they witnessed their 6-month-old child being fed without being held and with the child's bottle propped with a toy before the child was developmentally able to hold their own bottle. A teacher confirmed that she has seen a staff member prop bottles.	Staff in question is no longer employed with the center. All current infant/toddler staff were reminded to hold children when feeding	6/30/26	
22	251.09(4)(b) **Infant & Toddler - Sinks In Self-Contained Area** Description: Staff F washed their hands after diapering in a sink that is required to only be used for food preparation and filling children's water bottles in Infant B.	All staff were informed of the two sinks in classrooms and purpose of each sink. Reminded to utilize the correct sink for hand washing after diaper changing at meeting on 6/30/26	6/30/26	

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NAME - Agency Worker
Cierrena Schoville, Colleen Peterson

Date Issued
6/23/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
7/20/26 (7/6/26)