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
8/14/2025		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
Crayons 2 Careers Cclc		9000589829 / 002 - 2006872
Address - Facility (Street, City, State, Zip Code)	**Telephone Number**	**Date - Regulation Visit**
3900 W Burleigh St Milwaukee WI 532101816	414-207-0551	7/31/2025

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)4. **Child Record - Field Trip Authorization** Description: Child #2 did not have on file documentation of permission for walking and transported field trips.	I will make sure and check files on kids to make sure all files are whats needed in files	8.1.25	
2	251.05(3)(g)1. **Assistant Child Care Teacher - Supervision** Description: An assistant child care teacher was not working under the supervision of a child care teacher with a group of children upon arrival at the center.	I will make sure all assist and lead teachers are all in correct area at all times	8.1.25	

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3	251.055(1)(b) **Supervision - Teacher Per Group Of Children** Description: An assistant child care worker was providing sole supervision of the toddlers and the only adult indoors at the time of the visit.	Will make sure all Teachers are in correct areas at all times. a	8.1.25	
4	251.055(1)(f) **Child Tracking Procedure** Description: The center procedure to ensure that the number, names, and whereabouts of children in care are known to assigned child care workers at all time was not being implemented at the time of the visit. A group of children were outside and the tracking sheets were left indoors.	If we have to post to make sure all Teachers in each class have they tracking sheet each day.	8.1.25	
5	251.06(10)(dm)2. **Potty Chairs - Disinfected** Description: A potty chair receptacle was not emptied rinsed and disinfected after use.	we have Daily Duties posted. But will make sure all areas are clean and sanitize. Disinfect every use.	8.1.25	
6	251.06(10)(f) **Bathroom Supplies** Description: One bathroom did not have toilet paper available for use and another bathroom did not have paper towels available for use.	Tissue and paper towels are always available we will make sure those things are always stocked for restrooms.	8.1.25	

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7	251.06(2)(a) **Potential Source Of Harm On Premises** Description: A television chord was hanging from a shelf, accessible to children to pull the television down.	will assure, I will make sure these things are not accessible to children	8.1.25	
8	251.06(2)(gm) **Premises - Well Drained, Clean, In Good Repair** Description: Fans used to cool the center had visible layers of dust present.	Items were cleaned and this will be a weekly duty for cleaning.	8.1.25	
9	251.06(9)(d)2.a. **Food Storage - Dry Food** Description: A box of cereal was opened and not stored in a metal, glass or food grade plastic container with a tight fitting cover, or a zip-type bag. Repeat violation: Previously cited on 8/14/2024, 5/17/2024	I will make sure all food items are stored correctly	8.1.25	
10	251.07(6)(dm)2. **Medical Log - Pages & Entries** Description: Lines were skipped in the medical log book and not all entries were signed or initialed by the person making the entry.	I will make sure this will be done correctly and Read Directions as well.	8.1.25	

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11	251.07(6)(dm)4. **Medical Log - Reviewing Injury Records** Description: The medical log book had not been reviewed every 6 months.	will assure we will review medical log book every 6 months.	8.1.25	
12	251.07(6)(i)1. **Washing Child's Hands & Face** Description: The hot water faucet was not working in one of the bathrooms to wash hands.	maintence was called will make sure this is fixed asap.	8.1.25	
13	251.08(2) **Permission & Emergency Information** Description: When transporting children for a field trip the licensee admitted to not bringing on the vehicle, signed permission from the parent for transportation and emergency information for each child.	We will make sure to have all proper forms in hand and on file any time leaving the facity field trips/ ect.	8.1.25	

NAME - Agency Worker
Jennifer Brees

Date Issued
7/31/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
7-6-25