

Date Correction Plan Due
7/22/2025

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

The Saints Of The Most High Learning

2000590022 / 001 - 2004830

Academy
Address - Facility (Street, City, State, Zip Code)
3939 N 13Th St Milwaukee WI 532063017

Telephone Number
414-712-2999

Date - Regulation Visit
6/17/2025

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	250.04(1)(a) Licensed Capacity Description: A review of attendance records shows the licensed capacity was exceeded on 6/12/25, when 10 children were signed in.	I will ensure the number of children in care does not exceed licensed capacity. I will closely monitor sign-in sheets and attendance and will notify parents if we are at capacity.	7/22/25	
2	250.04(6)(a)1m.f. Child Record - Health History - Medical Condition Symptoms Description: The health history information for Child 2, identified as having a food allergy, is incomplete. There is no documentation on triggers that may cause the problem and when the condition requires emergency medical care.	I have followed up with the parent to get updated paperwork including triggers and emergency plan. Moving forward, I will ensure all allergy info is complete and updated.	6/18/25	

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3	<p>250.04(6)(b) Current, Accurate Daily Attendance Record</p> <p>Description: On 6/16/25, one child was not signed out. The licensee reported the child was signed in on the wrong day. The licensee documented the child's hours on the correct day but never crossed off the child's times for 6/16/25.</p> <p>A review of attendance records showed one child was not signed in on 5/19/25 but was signed out. And on 5/4/25, 6/5/25, and 6/12/25, one child was signed in but was not signed out and on 6/10/25, two children were signed in but were not signed out.</p>	<p>I will double check attendance records daily to make sure all children are properly signed in and out. I've also reminded staff to review attendance carefully. I will review records at the end of each day.</p>	6/18/25	
4	<p>250.05(2)(c) Staff File - Days, Hours Worked</p> <p>Description: Staff are not consistently documenting hours worked when used to meet staff to child ratios. A review of staff hours showed, staff signed in on 5/21/25, 6/10/25 and 6/12/25 but did not sign out.</p> <p>On 5/12/25, 5/19/25, and 6/2/25, children are signed into care but there is no staff hours documented during that time.</p>	<p>I will check time sheets each day to make sure hours are being recorded. Staff are reminded to document hours before starting and after ending their shift.</p>	6/18/25	
5	<p>250.05(3)(e)2. Provider Training - Current Cpr Certificate</p> <p>Description: Staff A does not have documentation of a current CPR certificate on file. The most recent certificate expired May 2025.</p>	<p>Staff member has completed CPR. Moving forward, I will review all staff files to ensure CPR certifications are current.</p>	7/8/25	

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6	250.06(2)(e) Potential Source Of Harm On Premises Description: In the outdoor play space, the base to a large patio umbrella is not fully anchored to the ground as the umbrella is leaning and a broken plastic container used for toys has sharp edges and accessible to children. Repeat violation: Previously cited on 5/22/2024	The umbrella and toy box has been fixed to ensure safety The umbrella and toy box has been fixed. I will check outdoor area daily to ensure safety.	7/22/25	
7	250.06(2)(k) Deteriorating Or Toxic Paint Description: Flaking paint was observed on the steps leading to the outdoor play space.	The area will be repainted.	8/15/25	
8	250.07(6)(f)5. Current Authorizations For Medications On Premises Description: Medication (an adulterated inhaler and Epi-pen) observed on the premise, lacked a current written authorization, signed and dated by the child's parent.	I have contacted the parent to get updated signed authorization forms. Moving forward, I will make sure all medication has current written parent permission before kept onsite.	6/18/25	
9	250.09(1)(c)5. Infant & Toddler - Use Of Safety Gates Description: There is no safety gate at the entrance of the staircase leading upstairs.	I have installed a safety gate at the bottom of the stairs.	7/22/25	

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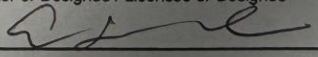
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6/17/2025

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NAME - Agency Worker
Kristin Lange, Sara Cooney

Date Issued
7/8/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

7/22/25