

Date Correction Plan Due 11/27/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 608-422-6765
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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.

Name - Certified Operator / Licensed Center First Steps Daycare Llc		Provider Number / Facility ID Number 1000591731 / 001 - 2006938		
Address - Facility (Street, City, State, Zip Code) 310 W Main St Mount Horeb WI 535721917		Telephone Number 608-218-4425	Date - Regulation Visit 11/11/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.055(1)(a) Supervision Of Children Description: Each child was not supervised and within sight and sound of a child care worker during nap time, when a staff member in the woodland's classroom left children unsupervised for over 3 minutes to assist children in the nearby bathroom.	One of the lead teachers will call an office person to come in and help supervise the children while the other lead teacher takes the children to the restroom.	11/13/25	
2	251.07(4)(b) Naps Or Rest Periods - Awake Children Description: Children who did not fall sleep after 30 minutes of rest or awoke from nap were not allowed off their sleeping surface and provided a choice of quiet activities.	The staff will make sure that if a child wakes they will be given a quiet activity to play with until the rest of the children are finished sleeping.	11/13/25	

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NAME - Agency Worker
Rebecca Brickson

Date Issued
11/13/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed