

<b>Date Correction Plan Due</b> 10/28/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 715-930-1148
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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.

<b>Name - Certified Operator / Licensed Center</b>		<b>Provider Number / Facility ID Number</b>		
Rice Lake Cesa 11 Head Start		6000577816 / 018 - 1014695		
<b>Address - Facility (Street, City, State, Zip Code)</b>		<b>Telephone Number</b>	<b>Date - Regulation Visit</b>	
205 E Orchard Beach Ln Rice Lake WI 548682844		715-434-5437	10/9/2025	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	<p>251.04(4)(a)2.c. <b>Parent Notification - Injury, Consumption Of Allergen, Incorrect Medication</b></p> <p>Description: It was observed in the medical log book by the licensing representative that parents were not notified immediately of a head injury that occurred on 9/24/25. The child received a head injury at 9:21am and the parent was not notified until 1:00pm. Rule states that notification shall be made immediately and shall provide sufficient detail to reasonably apprise the parent if a child experiences a head injury.</p>	<p><i>Staff were re-trained on expectation at staff meeting. Discussion on topic was done in depth. Also have plan of classroom staff following up on time parent was notified and method within 30 minutes of incident.</i></p>	<p><i>10/10/2025</i></p>	

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2	251.06(11)(b)7. <b>Outdoor Play Space - Enclosure</b>  Description: The outdoor play space fencing does not meet the required height of 4 feet high in areas that are regularly accessed by children.	The company Profence came and adjusted the height of the playground fence. Our facilities coordinator came on 10/21 to measure and check.	10/20/2025

**NAME - Agency Worker**  
Amelia Gruber

**Date Issued**  
10/14/2025

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**

Melissa Weber

**Date Signed**

10/22/25