

<b>Date Correction Plan Due</b> 2/17/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 715-361-7700
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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> Red Cliff Early Childhood Center		<b>Provider Number / Facility ID Number</b> 5000567415 / 001 - 1001623		
<b>Address - Facility (Street, City, State, Zip Code)</b> 89830 Tiny Tot Dr Bayfield WI 54814		<b>Telephone Number</b> 715-779-5030	<b>Date - Regulation Visit</b> 1/7/2025	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(4)(a)2.d. <b>Parent Notification - Child's Whereabouts Unknown</b>  Description: The parents/guardians of child 1 and 2 were not notified immediately when the children's whereabouts were unknown at the center.	Training will be given to staff on how to notify parents immediately for any incidents that involve their child. This will include education on what is considered "immediate notification".	2-28-25	
2	251.055(1)(a) <b>Supervision Of Children</b>  Description: On 12/13/2024, during two separate incidents, a child left the classroom and was without supervision in the hallway.	Staff will be given training on active supervision multiple times throughout the year and not just yearly in-service. Immediate training will be given with a more intensive training taking place in the Spring.	2-28-25 and 5-30-25	

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3	251.055(1)(f) <b>Child Tracking Procedure</b>  Description: The center's child tracking procedure was not implemented on 12/13/24 when, on two separate occasions, a child was able to exit the classroom and their whereabouts were unknown to the staff they were assigned to.	Staff will be given training on the child tracking/ active supervision. A member of management will enter classrooms at different times to ensure that teachers are following child tracking procedure.	2-28-25	

**NAME - Agency Worker**  
Bonnie Davis

**Date Issued**  
2/3/2025

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

**Date Signed**

2-17-25