


Date Correction Plan Due 7/5/2019	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 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.

Name - Certified Operator / Licensed Center Kindercare Learning Center		Provider Number / Facility ID Number 0000555710 / 003 - 620098	
Address - Facility (Street, City, State, Zip Code) 5201 Alderson St Schofield WI 544762312		Telephone Number 715-359-4118	Date - Regulation Visit 5/31/2019
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
1	<p>251.05(3)(c) Close Supervision Of Children</p> <p>Description: Staff were positioned on one side of the outdoor play space, unable to maintain sight and sound supervision of children on the opposite side of the space. Staff did not guide children's behavior when they were unable to intervene when two children engaged in inappropriate physical contact.</p> <p>Repeat violation: Previously cited on 7/13/2018</p>	<p>Summer safety training: by CB Included supervision on playground, field trips & bathrooms. See attached for attendance & content • Staff were instructed to separate the playground into supervision zones. At least one staff for each side.</p>	<p>5-30-19</p>

NAME - Certification Worker / Licensing Specialist Dezarae Wierzba	Date Issued 6/21/2019
SIGNATURE - Certified Operator or Designee / Licensee or Designee 	Date Signed 7-5-19

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NAME - Certification Worker / Licensing Specialist

Dezarae Wierzba

Date Issued

6/21/2019

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

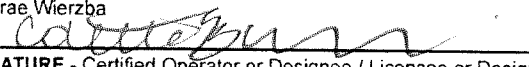
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See attached contract

NAME - Certification Worker / Licensing Specialist Dezarae Wierzb	Date Issued 6/21/2019
SIGNATURE - Certified Operator or Designee / Licensee or Designee 	Date Signed 7-5-19



Central WI Early Education Resources

Your Local Child Care Resource & Referral Agency

Serving ••• Adams, Clark, Langlade, Lincoln, Marathon, Marquette, Portage, Taylor, Waushara, and Wood County

July 2, 2019

Training Plan: KinderCare Learning Center – Schofield

Childcaring agrees to:

- Review orders letter(s) from the Department in order to have a full understanding of plan of correction, violations and recommendations.
- Meet (in-person or via telephone) with KinderCare Director(s) prior to the training in order to develop and incorporate training objectives and outcomes. 7-25-19 @ 9:30
- Provide a 3 hour on-site training prior to August 20, 2019 covering the following: child supervision and tracking for all center staff including supervision of children in classroom settings including naptime, on field trips and during transition times (bathroom, meals/snacks and moving from one location to another throughout the day) with additional focus on outdoor play space areas; staff placement/zoning and tips regarding room arrangement.; and to help center staff understand and comply with the following child care licensing regulation: 8-6-19

DCF 251.05(3)(c) Each child shall be closely supervised by a child care worker who is within the sight and sound of the children to guide the children's behavior and activities, prevent harm and assure safety

- Utilize professional resources and tools to include but are not limited to: DCF 251 Licensing Rules for Group Child Care Centers; and Early Childhood Environment Rating Scales (ECERS).
- Childcaring consultants utilized for this project would be Master Level Trainer/Consultants as recognized by The Registry's Professional Development Approval System (PDAS) in Wisconsin.
- Provide copies and handouts of resource materials; and continuing education hours.
- Provide written documentation of completion of the training to include a roster of all staff in attendance.
- Be available after the training for telephone technical assistance.

KinderCare Learning Center agrees to:

- Keep an open mind
- Meet with Childcaring staff prior to the training in order to develop and incorporate training objectives and outcomes.
- Secure training space.
- Pay Childcaring \$325 to include one on-site training, preparation of materials and resource information (due in full prior to training date).

Caette Buchkowski

Caette Buchkowski

7-3-19

••• Childcaring Office Locations •••

Wisconsin Rapids Office ... 1107 West Grand Avenue, Wisconsin Rapids, WI 54495 p) 715.423.4114 f) 715.423.2444

Wausau Office ... 1500 Merrill Avenue Suite 201, Wausau, WI 54401 p) 715.301.1800 f) 715.301.1804

w) www.childcaring.org e) info@childcaring.org p) 800.628.8534 ... Find Us On Facebook: www.facebook.com/ChildcaringInc



Partner Program

Staff Meeting Sign In

5/30/19 6:15-8:15

Summer Safety Training

Print

Signature

Carrie Franzen

Carolyn Miskowiak

Abbie Mierzejewski

Raven Quich

Jessica Ludwig

Susan Long

Cheryl Sann

Savannah Kohn

Kayla Mauer

Brooklyn Deaver

Elizabeth Hansen

Keisha Bell

Colette Bucher

Caroline Franzen

Carolyn Miskowiak

Abbie Mierzejewski

Raven Quich

Jessica Ludwig

Susan Long

Cheryl Sann

Savannah Kohn

Kayla Mauer

Brooklyn Deaver

Elizabeth Hansen

Keisha Bell

Colette Bucher



Staff Meeting

5/30/18 6:15-8:15

Birthdays

Melanie 5/30 *Happy Birthday!*

Liz 6/13



Anniversaries

Tiana 6/24 4 years

Upcoming Events/Important Dates

***6/10 Summer Calendar Starts**

***6/17-7/19 Summer School**

***6/27 Staff meeting – Center/Family Engagement.**

***7/4 Center Closed 4th of July**

***8/29 4K Open House**

Center Wide Reminders

2 Teacher Check – Bottles / Alternative Milk. Teacher to teacher. Kitchen to teacher.

Request Off Process –Please have any requests in two weeks in advance. Please be aware if you have vacation time to cover your requests. Blackout dates are the two weeks before school and the first week of school.

Education Excellence-Curriculum being implemented in the classrooms to its fullest. Highly engaged classrooms have less behavior issues and accidents/incidents. *SCREAM the THEME*

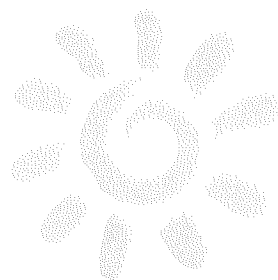
Dress Code: T shirts are to be worn on Friday and field trips ONLY. Polo's are the expectation. If this continues to be an issue we will eliminate T shirts.

Summer 2019

Making Summer Fun and SAFE

- Playground Supervision-Staff should not be gathered in one area. Spread out to allow supervision of all areas. Staff need to be watching and engaging with the children to prevent incidents and accidents.
- Water jug and cups- Will be put out daily for playground use. 5:00 staff need to be sure to bring it in to be washed and filled.
- Playground garbage's need bags and to be pulled daily.
- Check playground for safety issues –broken toys/gates/Latches
- Check your playground first Aide Kit and restock often.
- Sprinkler day- Water shoes are a **must**, kids may use their extra clothes if needed for sprinkler.
- Sprinkler day-The hose will be put away by the last class to use it.
- Be sure you have an updated emergency card in your clipboard
- Outside time is important for **all** ages. It is a time to explore a new environment, change the surroundings and get out some energy. Each classroom is scheduled two outside times weather permitting. All classrooms are expected to be getting their kids outside each day.

SUMMER Safety Training



Summer Safety is a top priority, so this annual training must be completed by all center staff. This training will help you successfully address challenges and implement precautions in order to ensure a safe Summer program.

Instructions:

Use this document as a guide in a team meeting or discussion to review summer safety expectations. Have all staff review the document, complete the knowledge checks, and sign off on the acknowledgment form.

SUPERVISION

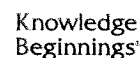
Transitions are the most critical time for name-to-face. Complete name-to-face frequently and as needed (see below):

- Before the children leave the classroom
- Before the children board the bus
- After the children board the bus (seat belt check)
- Upon arrival at the destination while on the bus
- As children depart the bus
- After departure of the bus and before entry into the destination
- Upon departure before boarding the bus, center staff should have children ride in the same seat on the same bus to and from the center
- On the bus before leaving the field trip
- Upon arrival at the center while exiting the bus
- Upon arrival at the center as the children depart the bus
- Upon arrival in the classroom

The Child Supervision Record must be used during all transitions and at increased intervals throughout the field trip.

Bathroom Supervision

- When possible, allow boys and girls to use restroom facilities designated for their gender.
- Thoroughly inspect the restroom before allowing the children to enter.
- Never leave children alone while using restrooms.
- Staff members should position themselves at the entrance of the restroom to provide adequate supervision and speak to the children from the door.



ATTIRE

Clothing

- Remind families that clothing should be lightweight and protect against the sun. Hats may be helpful to shade children's faces.

Footwear

- Shoes must closed-toed, closed-heeled, and non-slip; flip-flops are not allowed (refer to the Safe Summer Footwear posting).

TOPICAL OINTMENTS

(sunscreen, insect repellent, diaper cream, lotion, etc.)

- The parent/guardian is required to fully complete a Topical Ointment Authorization form for each topical ointment.
- The authorization must be current and unexpired (must not be more than one year old).

Sunscreen

- Only apply sunscreen to a child with a Topical Ointment Authorization on file. Notify center management if a child does not have a Topical Ointment Authorization.
- Read and follow all directions and precautions on the product label.
- Apply sunscreen 20-30 minutes prior to sun exposure.
- Reapply prior to each outside time or if exposed to sun for extended periods of time (more than 2 hours).
- Provide coverage to face, nose, ears, neck, shoulders, hands/arms, back, tops of feet, legs and any other exposed skin.
- School-age children may apply their own sunscreen with direct supervision.

Insect Repellent

- Insect repellent is ONLY to be applied when provided by the parent/guardian at the times they have specified on the Topical Ointment Authorization.
- Read and follow all directions and precautions on the product label.
- Do not apply to the hands or near eyes.
- Use just enough to cover exposed skin and/or clothing.
- Insect repellent bracelets may be used but studies haven't proven they are more effective than regular repellent spray or cream.

Knowledge Check!

Circle the three shoe types that are ALLOWED.



OUTDOOR PLAY

Heat Safety

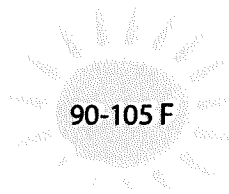
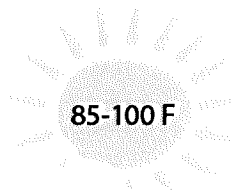
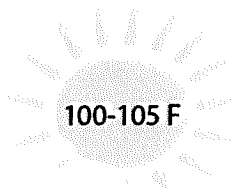
- Plan outdoor play for cooler times of the day and for shorter periods. Use shaded areas for activities when possible.
- During extreme temperatures (90-105 Fahrenheit) limit outside time to a maximum of 15 minutes.
- Use caution and be aware that the play equipment might be hot.
- Ensure drinking water is available on the playground at all times. Remind children to take water breaks.
- Be observant of children's physical appearance, which may indicate overheating (e.g., flushed, dry lips, lethargic).
- If a child appears to be overheating, immediately get the child out of the heat and sun and give the child cold water.

Water Play Guidelines

- Wading pools are not to be used; sprinklers or water tables are permitted.
- Shoes are to be worn at all times during water play to prevent stepping on insects or stubbing a toe.
- Water tables should have no more than a half inch of water to prevent risk of drowning.
- Sprinkler play must be carefully supervised, as children can easily slip, trip, or collide when grass becomes wet and slippery.
- Empty all water containers, including water-play props (e.g., measuring cups, funnels, sieves) following water play. Clean and disinfect regularly.

Knowledge Check!

Circle the correct extreme temperature range.



Circle the correct depth of water for a water table.

½ in.

1 in.

1½ in.

2 in.

FIELD TRIP GUIDELINES

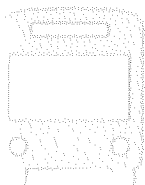
- A **signed permission slip** must be obtained for all children participating in a field trip. Verbal permission is not acceptable.
- Each child, with no exceptions, must wear a **KCE t-shirt** and an **identification wristband** with the program name, telephone number, and any known allergies the child may have. The wristband must not show the child's name.
- Children will be **assigned a buddy** and instructed to stay with their buddy throughout the entire field trip.
- Children will be assigned to a specific staff member. Each staff member will be responsible for all children specifically assigned to him or her and must ensure that the children can always be seen and heard. Staff should interact with children in an appropriate, safe manner without compromising supervision.
- Parents may not drop off or pick up children at the field trip site. In the event this occurs please contact your center director.

What to Bring

- Field Trip CSR
- A backpack for each teacher with
 - band-aids
 - gloves
 - wipes
 - incident reports
 - a cell phone
- Sunscreen for each child to be re-applied as needed (every 2 hours)
- Emergency contact names and numbers
- Child-specific emergency medication
- Copies of medical consent, emergency forms, and allergy lists without pictures

Knowledge Check!

Circle below what Topical Ointments and Field Trips have in common?



Buses



Band-Aids



Signed
Documentation

Sunburns

If a child is sunburned in our care, Staff Members must ensure that the child drinks plenty of water and soothe the skin with a cool compress. Contact the parent/guardian and complete an Incident/Accident Report for Parents (104442), providing a copy for the parents/guardians.

Insect Repellent

- ◆ Follow licensing agency regulations regarding storage, use, and application of insect repellents.
- ◆ Parents/guardians must authorize the use of insect repellent by completing the Topical Ointment Authorization (180466).
- ◆ Read and follow all directions and precautions on the product label.
- ◆ Do not apply over cuts, wounds, or irritated skin.
- ◆ Do not apply to hands or near eyes and mouth of children.
- ◆ Do not allow young children to apply the product.
- ◆ Use just enough repellent to cover exposed skin and/or clothing.
- ◆ Do not use under clothing.
- ◆ Avoid over-application.
- ◆ For aerosol and pump-spray formulation:
 - Do not spray in enclosed areas.
 - To apply to face, spray on hands first and then rub on face. Do not spray directly onto face.

Playground Safety

Playground safety requires Center Management ensure that:

- ◆ Supervision with appropriate staff/child ratios is maintained at all times while on the playground.

- ◆ Name-to-face attendance using the CSR is conducted on a regular basis so that every child is accounted for at all times.
 - Before children leave the classroom to go outdoors.
 - Upon arrival at the playground.
 - At regularly scheduled intervals (minimum of every 30 minutes).
 - Prior to returning to class.
 - Upon arrival in the classroom.
- ◆ A first-aid kit is available on the playground.
- ◆ Appropriate length of playground time is determined with regard to the age of the children and weather conditions.
- ◆ Drinking water is available for children during outdoor play.
- ◆ Classrooms rotate use of the playground.
- ◆ Staff Members plan and implement daily outdoor activities.
- ◆ Safety of playground equipment and materials are maintained. The playground is checked regularly to ensure that there are no safety hazards. Close off any areas that cannot be immediately corrected.
- ◆ All areas of the playground are visible by Staff Members.
- ◆ Staff Members encourage children to play safely on playground equipment that is age appropriate.
- ◆ Before use, all equipment is checked to ensure it is not hot.
- ◆ All equipment is checked for adequate fall zones.
- ◆ Children are dressed appropriately before going out on the playground, including proper footwear. Examples of safe Staff Members and children's footwear are available on KLCentral under the Risk Management Department.

Playground Supervision

- ◆ The playground should be divided into zones and the map distributed to Staff Members accordingly. No two Staff Members should be assigned the same zone of the playground.
- ◆ Staff Members must walk around their assigned zone, positioning themselves to actively supervise and participate in activities with the children. Staff Members must not congregate together or sit on equipment.
- ◆ Children must be in Staff Members' view at all times.
- ◆ Children must be counted name-to-face using the CSR every half hour and during transitions to and from the classroom and the playground.
- ◆ Staff Members must be aware of all areas of the playground and move around their designated area on the playground to adequately supervise all children.
- ◆ From the playground, Staff Members may allow a child to use the bathroom in a classroom if a Staff Member accompanies the child to and from the bathroom, or if the child can be supervised in the bathroom by the inside classroom teacher.