

Date Correction Plan Due 8/12/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 920-785-7811
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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 Ctrs 1304		Provider Number / Facility ID Number 0000555710 / 018 - 420184		
Address - Facility (Street, City, State, Zip Code) 3036 N Ballard Rd Appleton WI 549118707		Telephone Number 920-749-9878	Date - Regulation Visit 7/7/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.055(1)(f) Child Tracking Procedure Description: Based on complaint investigation, and through a record review of the center's child tracking method/CSR'S for 6/22/26, 6/23/26, and 6/24/26, it was determined the CSR's failed to be filled out accurately. The CSR's failed to have documentation of name to face tracking and name to face transitions during the arrival/departure of the classroom and arrival/ departure of the playground and at regularly scheduled intervals (minimum of every 30 minutes).	Name - to - face and transitions Completed per CSR guidelines	8/3/26	

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2	251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair Description: Based on complaint investigation, and observation of the center on 7/7/26 it was determined the center failed to be well drained, free from litter, clean and in good repair. Within the kitchen the 3 sinks do not drain properly when draining water. They clog if not drained one sink at a time. There is a shelf within the kitchen that is broken and is being held up by a bucket. The overall cleanliness of the center is an issue with the floors having debris/black marks. Shelving units within classrooms that store children's toys have black marks, dust, grime and debris. Repeat violation: Previously cited on 5/7/2025	Action plan was created on 6/29 Sink grease trap cleaned on 7/24 Floors are scheduled for strip & wax 8/24	8/24/26
3	251.06(9)(b)1. Kitchen Utensils & Surfaces - Clean & Sanitize Description: Based on complaint investigation and observation of the kitchen on 7/7/26 the kitchen utensils and food contact surfaces used for preparation, storage or serving of food failed to be thoroughly cleaned and sanitized after each use. The shelf that holds containers filled with fresh fruit failed to be clean, it had brown marks over the entire shelving units. The kitchen floor was extremely dirty with food crumbs/debris, and had black marks, and single use utensils on the floor.	Kitchen cleaning checklist completed daily	8/3/26

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4	251.06(9)(f)3. Food - Leftover Prepared Food Description: Based on a complaint investigation and observation of the kitchen food that was prepared earlier but not served failed to be dated, refrigerated promptly, and used within 36 or frozen immediately. The licensing specialist observed leftover prepared food, not served with lunch around 11am in an open bowl sitting on the kitchen counter during the entire duration of the visit at 1:00 pm.	Leftover food is discarded.	8/3/20	
5	251.06(9)(g)1.b. Meal Preparation Staff - Clothing, Hair Restraints Description: Based on a complaint investigation and observation of the kitchen the Staff Member completing meal prep failed to have an effective hair restraint such as hair net or caps while preparing meals.	Hair nets offered in kitchen	8/3/20	
6	251.07(3)(i) Cleanliness Of Furnishings, Toys, Equipment Description: Based on a complaint investigation it was determined through staff interviews and observation of the center on 7/7/26, that the center is not following their own cleaning policies and procedures. The Licensing Specialist observed clutter/items stacked on the changing tables and the diaper sinks were not clean. The Licensing Specialist observed black marks, dust and grime stuck on changing tables, floors and toy shelves.	Cleaning checklists completed daily and submitted each week	8/3/20	

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7	251.07(6)(i)1. Washing Child's Hands & Face Description: Based on a complaint investigation, and observation of the classrooms children's hands and faces failed to be washed with soap and warm running water after being soiled. Children had nasal discharge running down their faces within the infant classroom, and older children who ate spaghetti for lunch still had spaghetti all over their faces when laying down on their cots for nap.	children are encouraged to clean themselves after meal time and teachers assist as needed to complete cleaning	8/3/24

NAME - Agency Worker
Cassandra Debauche

Date Issued
7/29/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Mackin Stavel

Date Signed

8/3/24