Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
10/23/2026		608-422-6765

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	Provider Number / Facility ID Number
Kindercare Learning Ctr-Old Sauk	0000555710 / 016 - 120162

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
7126 Old Sauk Rd Madison WI 53717	608-831-1223	9/29/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(3)(c) **Report - Change In Administrator Or Center Director** Description: The department was not notified within 30 days of the new director transition. Repeat violation: Previously cited on 8/26/2025	The department has been notified of the director transition, and confirmation of notification will be maintained by center leadership. Moving forward, the DL will be responsible for ensuring all director or administrator changes are reported within the required 30-day timeframe. The CD and A D will support the transition process, with the DL verifying submission and retaining documentation to prevent recurrence.	10/6/26	
2	251.04(6)(b) **Current, Accurate Daily Attendance Record** Description: Preschool room attendance record was not accurate when 8 children were present and 7 were check-in.	All classroom staff will be retrained on accurate attendance t racking and KinderCare's Child Supervision Record (CSR) expectations. Staff will verify attendance through name-to-face checks at arrival, departure, and every classroom or playground transition. Children must be checked in immediately upon arrival. Center leadership will conduct daily attendance audits, comparing children physically present against attendance r ecords and addressing discrepancies immediately. The CD and AD will monitor adherence t hrough documented classroom observations.	10/30/26	

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number	
Kindercare Learning Ctr-Old Sauk		0000555710 / 016 - 120162	
Address - Facility (Street, City, State, Zip Code) 7126 Old Sauk Rd Madison WI 53717	**Telephone Number** 608-831-1223	**Date - Regulation Visit** 9/29/2026	

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	251.05(3)(c) **Cardiopulmonary Resuscitation Training** Description: Staff A and B did not have documentation of having completed Cardiopulmonary Resuscitation Training within the 3 months after beginning to work with children in care. Repeat violation: Previously cited on 12/4/2024	Staff A and Staff B completed the required CPR training on October 12, 2026, and documentation has been placed in their personnel files. The CD will maintain a training tracker identifying employee start dates, required t raining deadlines, and completion dates. Leadership will review this tracker monthly to ensure all required training is completed within the regulatory timeframe.	10/12/26	
4	251.05(3)(f)2.b. **Child Care Teacher - High School Or Equivalent** Description: Staff B did not evidence of High school or equivalent certificate on file.	Staff B is currently completing the requirements for her high school diploma. Until documentation of completion is received and verified, Staff B will not be assigned to a position requiring this q ualification. The CD will verify all required educational documentation prior to assigning employees to positions requiring specific q ualifications and will maintain supporting records in personnel files.	12/1/26	
5	251.05(3)(f)3. **Child Care Teacher - Entry-Level Training** Description: Staff B, who was acting as lead teacher, did not complete the required entry-level training prior to assuming the position of teacher. Repeat violation: Previously cited on 2/7/2025, 12/4/2024	Staff B will not be assigned to perform the duties of a qualified child care teacher until all applicable entry-level training and qualification requirements have been completed and verified. The CD will maintain documentation of completed coursework and review employee qualifications before making classroom assignments. The mangaement will verify that staffing assignments align with Wisconsin licensing requirements..	8/31/26 12/1/26	

Name - Certified Operator / Licensed Center	Provider Number / Facility ID Number
Kindercare Learning Ctr-Old Sauk	0000555710 / 016 - 120162

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
7126 Old Sauk Rd Madison WI 53717	608-831-1223	9/29/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
6	251.05(3)(gr)3.a. **Meal Prep Personnel - Training** Description: The Kitchen helper did not complete at least 4 hours of training in kitchen sanitation, food handling, and nutrition prior to beginning work.	The cook will complete the required four hours of department-approved training in kitchen sanitation, food handling, and nutrition before resuming applicable meal preparation duties. The CD will verify completion and maintain training documentation in the employee's personnel file. Moving forward, leadership will review training requirements prior to assigning employees to kitchen responsibilities.	10/21/26	
7	251.06(10)(dm)1. **Washrooms - Sanitary Conditions** Description: The diaper changing table sink in the Two's room was dirty, stained and dusty. Repeat violation: Previously cited on 2/13/2026, 12/4/2024	The Two's classroom diaper-changing sink was thoroughly cleaned and sanitized following the inspection. A replacement diaper-changing table has been requested through Maintenance. Until replacement is completed, leadership will ensure the existing equipment remains clean, sanitary, and appropriate for use. Classroom staff will complete daily sanitation checks, with the CD and AD verifying compliance through routine classroom walkthroughs.	10/8/26	
8	251.07(6)(dm)2. **Medical Log - Pages & Entries** Description: The Infants room medical log book did not have the pages numbered. There were lines skipped after incidents were entered and some pages were torn. Repeat violation: Previously cited on 2/13/2026, 10/22/2025	All classrooms have received new medical logbooks with consecutively numbered pages and instructions for proper documentation. Staff have been retrained on completing entries in chronological order, without skipping lines or removing pages. Previous medical logs will be retained in accordance with record-retention requirements. The CD and AD will review medical logs weekly for the next 30 days and monthly thereafter to verify accuracy and compliance. Any identified discrepancies will be addressed immediately through individual coaching.	10/1/26	

Name - Certified Operator / Licensed Center	Provider Number / Facility ID Number
Kindercare Learning Ctr-Old Sauk	0000555710 / 016 - 120162

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
7126 Old Sauk Rd Madison WI 53717	608-831-1223	9/29/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
9	251.07(6)(f)6. **Current Authorizations For Medications On Premises** Description: An expired medication, unlabeled and not intended for use by children, was stored at the center, without a valid authorization for its administration. Repeat violation: Previously cited on 2/13/2026, 2/7/2025, 12/4/2024	The expired and unauthorized medication was removed from the center, and all remaining medications were reviewed to verify current authorizations, appropriate l abeling, and expiration dates. Staff were retrained on KinderCare medication acceptance, storage, and administration expectations. Moving forward, the CD and AD will conduct weekly medication audits for 30 days, followed by monthly reviews. Medications without appropriate authorization, labeling, or current expiration dates will not be accepted or maintained for administration.	10/1/1/26	
10	251.09(1)(c) **Infant & Toddler - Documenting Changes In Development** Description: Child 1 Infant and toddler development and routine documentation was not updated every 3 months. Repeat violation: Previously cited on 8/26/2025, 12/4/2024	The identified child's infant and toddler development and routine documentation has been reviewed and updated in collaboration with the family. The CD and AD will maintain a tracking system identifying when each child's next three-month review is due. Leadership will review upcoming deadlines monthly and verify that all required updates are completed and maintained in the child's records.	10/7/26	
11	251.09(1)(e) **Infant & Toddler - Provider Training** Description: Staff B was missing documentation of having complete a minimum of 10 hours of training in infant and toddler care within 6 months after assuming the position.	Staff B will be enrolled in department-approved i nfant and toddler training to satisfy the required 10 hours. The CD will verify enrollment, monitor completion, and maintain supporting documentation in the personnel file. Leadership will also review the training records of all regularly assigned infant and toddler staff to identify and address any outstanding requirements. Moving forward, required training deadlines will be monitored monthly to ensure timely completion.	10/30/26	

NAME - Agency Worker
Luzdarys Marquez

Date Issued
10/6/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
10/23/26