

<b>Date Correction Plan Due</b> 4/12/2023	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 262-446-7800
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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> Lit'l Scholars Day Care		<b>Provider Number / Facility ID Number</b> 5000563825 / 002 - 225828		
<b>Address - Facility (Street, City, State, Zip Code)</b> 3320 W Wren Ave Milwaukee WI 53209		<b>Telephone Number</b> 414-461-4848	<b>Date - Regulation Visit</b> 3/9/2023	
	<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.05(2)(a)1. <b>Staff Record - Personal Information</b>  Description: The files for Staff A and Staff C lacked complete staff record forms upon review.	<i>All files will be updated at all time</i>	<i>4/15/23</i>	
2	251.05(2)(a)4.a. <b>Staff Record - Registry Certificate</b>  Description: The files for Staff A, Staff B, and Staff C lacked certificates from the Wisconsin Registry, documenting staff have met the educational qualification for the position held.	<i>Staff Record Registry Certificate will be updated</i>	<i>5/10/23</i>	

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3	251.05(2)(a)6. <b>Staff Record - Days &amp; Hours Worked</b>  Description: Center lacked documentation of actual days and hours staff worked, and in which classroom, when included in the staff-to-child ratio.  Repeat violation: Previously cited on 8/9/2021	<i>documentation for staff worked in each classroom will be updated</i>	<i>3/28/23</i>	
4	251.05(3)(b) <b>Abusive Head Trauma Prevention Training</b>  Description: The file for Staff A lacked documentation of shaken baby syndrome/abusive head trauma training, at the time of licensing review.	<i>All classes for Shaken baby and a busine will be taking</i>	<i>3/23/23</i>	
5	251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b>  Description: The file for Staff A lacked documentation of current CPR training.  Repeat violation: Previously cited on 8/9/2021	<i>CPR documentation will be completed</i>	<i>4/10/23</i>	

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6	251.05(3)(cm) <b>Child Abuse &amp; Neglect - Biennial Training</b>  Description: The file for Staff A lacked documentation of current biennial training in child abuse and neglect prevention.  Repeat violation: Previously cited on 8/9/2021	All classes of documentation is updated	4/10/23	
7	251.05(4)(a)7. <b>Staff Orientation - Job Responsibilities</b>  Description: The file for Staff B lacked a complete orientation for staff's current position and job responsibilities.	Staff B had a completed orientation in her file. Orientation for all employees will be updated	3/10/23	
8	251.055(1)(a) <b>Supervision Of Children</b>  Description: Each child was not supervised by a child care worker who was within the sight and sound of the children to guide the children's behavior and activities, prevent harm, and ensure safety at the time of licensing visit. Staff was observed walking in and out of the classroom on various occasions to assist a child in the bathroom, additional children remainder in the classroom.  Repeat violation: Previously cited on 8/10/2022	Teacher's will follow rules of supervising children at all time	3/28/23	

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9	<p>251.055(2)(L) <b>Staff-To-Child Ratios - Non-Classroom Duties</b></p> <p>Description: Child care workers were not free from non-classroom duties while being counted in staff-to-child ratios at the time of licensing visit. Staff in the infant room were observed departing the classroom on multiple occasions to make lunch in the kitchen area or attend to other items in that area.</p>	<p><i>Ratio will be taking care of in the infant room</i></p>	<p><i>3/10/23</i></p>	
10	<p>251.06(11)(b)7. <b>Outdoor Play Space - Enclosure</b></p> <p>Description: The boundaries of the outdoor play space were not defined by an enclosure not less than four feet high or without open areas greater than 4 inches. Gaps at the gate were observed larger than 4 inches. A large section of the fence, along the road, was observed broken and pulled away from the main section.</p>	<p><i>Milwaukee public school were notify about the boundaries of the outdoor play space</i></p>	<p><i>5/10/23</i></p>	
11	<p>251.06(2)(a) <b>Potential Source Of Harm On Premises</b></p> <p>Description: The premise was not free from potential sources of harm at the time of license visit. Rolled up and ripped rugs were observed on the floor in the preschool room, posing a tripping hazard. Cords were observed hanging from the building in the outdoor space, accessible to children, posing a strangulation hazard. A space heater in the preschool room was hot to the touch, heater was accessible to children in the room.</p>	<p><i>only one Rug were Rolled up in the pre-school. It were taking care of on 3/23/23</i></p>	<p><i>3/23/23</i></p>	

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12	251.06(2)(d) <b>Access To Materials Potentially Harmful To Children</b>  Description: Materials potentially harmful were not stored in areas inaccessible to children at the time of licensing visit. An unlocked cabinet was observed in the infant room, cabinet contained multiple chemicals labeled "keep out of reach of children". A lock was located on the door but was not engaged during visit.	<i>Cabinets will be locked at all time</i>	<i>3/23/23</i>	
13	251.06(2)(gm) <b>Premises - Well Drained, Clean, In Good Repair</b>  Description: The premise was not maintained in good repair at the time of licensing visit. Broken stained glass panels were observed in the preschool room, no barrier was in place to prevent outdoor elements from entering. Paint on the infant room ceiling was observed bubbling and discolored.	<i>All stain glass is taking care of The ceiling will be taking care by Milwaukee Public Schools</i>	<i>5/10/23</i>	
14	251.06(4)(a) <b>Fire Extinguishers - Operable, Inspected, Labeled</b>  Description: Each fire extinguisher on the premise was not operable and labeled as being inspected within the past year. The extinguisher in the kitchen bore a label noting its last inspection in 2020.	<i>Fire Extinguishers were inspected by MPS.</i>	<i>4/15/23</i>	

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15	251.06(9)(c)1. <b>Safe Food</b>  Description: Food was not free from spoilage and safe for human consumption at the time of licensing visit. Formula and infant cereals were observed open and dated longer than 30 days ago; containers state to use within 30 days of opening. Items were disposed of during visit.	All food is label even the cereal at all time, please send information showing that cereal need to be disposed within 30 days	3/9/23	
16	251.07(6)(dm)2. <b>Medical Log - Pages &amp; Entries</b>  Description: Lines in the medical log book were observed skipped between entries at the time of licensing review.	Sorry medical book did not have lines missing and it was updated every 3 months. The incident books had lines missing and corrected	3/23/23	
17	251.07(6)(dm)4. <b>Medical Log - Reviewing Injury Records</b>  Description: Center medical log book lacked documentation of a review within the past six months, to ensure that all possible preventative measures are being taken.	I checked Medical Book is updated every 3 months. I have a copy that it is updated every 3 months not 6 months	3/23/23	

The Injury Book I need information stating I need to updated every 6 months all lines in book w corrected. 3/23/23

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18	<p>251.09(1)(c)  <b>Infant &amp; Toddler - Documenting Changes In Development</b></p> <p>Description: Center lacked documentation of changes in a child's development and routines at least every three months, based on discussion with the parent. Upon review of intake forms, it was noted multiple lacked documentation of actual updates. Some forms only contained dates without any changes or development noted.</p> <p>Repeat violation: Previously cited on 8/9/2021</p>	<p><i>Teacher's are trained  to update all  children intake  forms at all  time</i></p>	<p><i>3/23/23</i></p>

NAME - Agency Worker  
Kayla Sands

Date Issued  
3/29/2023

SIGNATURE / Certified Operator or Designee / Licensee or Designee

*Karna J. Belin*

Date Signed

*4/11/23*