

Date Correction Plan Due 9/23/2024	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.

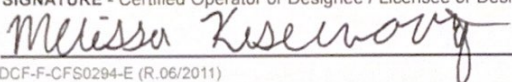
Instructions: The Noncompliance Statement below identifies the violation(s) of child care statute and / or administrative rule identified by the certification / licensing specialist. Complete the section labeled "Correction Plan" by indicating the steps that will be taken to address and correct each 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		Provider Number / Facility ID Number	
Kettle Moraine Ymca Child Care Ctr		9000559219 / 005 - 220235	
Address - Facility (Street, City, State, Zip Code) 1111 W Washington St West Bend WI 53095		Telephone Number 262-247-1038	Date - Regulation Visit 8/16/2024
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	<p>251.055(1)(a) Supervision Of Children</p> <p>Description: Based upon the center's self-report and the Department's investigation, on August 8, 2024 a child care worker failed to provide sight and sound supervision to a 4-year-old child who was left alone in a classroom for approximately 30 minutes while the rest of the class went outside to play.</p> <p>Repeat violation: Previously cited on 3/2/2023</p>	<p>Staff will utilize Name to face tracking when transition from point A to point B. Staff were retained on name to face procedure</p>	8-15-24

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
2	251.055(1)(f) Child Tracking Procedure Description: Based upon investigation, on August 8, 2024 a child care worker failed to conduct an adequate name-to-face head count when they did not look directly at the child while saying the child's name during a transition from the classroom to the playground resulting in a 4-year-old child being left alone in the classroom for approximately 30 minutes.	Staff will utilize name to face tracking when transitioning from point A to point B. Staff were retrained on the name to face procedure.	8-15-24	
3	251.07(2)(c)5. Time Out - Not Removed From Classroom Description: Based upon observation on August 16, 2024, a 3-year-old child was removed by child care staff from the classroom and placed in the director's office during nap due to undesirable behavior in the classroom.	Staff were retrained on expectations for redirecting Childrens behavior and working with the child in the classroom verse working with the director.	9-1-24	
4	251.07(4)(b) Naps Or Rest Periods - Awake Children Description: Based upon observation on August 16, 2024, several 4-5-year-old children were not allowed to get up off their sleeping bags at approximately 2:00p.m. and were directed to sit quietly.	Staff we retrained on Nap time expectations and after rest time or once children have woken up are given activities to do while other children finish their nap.	9-1-24	

NAME - Agency Worker
Jamie Brandt

Date Issued
9/10/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee


Date Signed
9-22-24