

(Attachment A)

Date Correction Plan Due 6/26/2025	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 The Y Child Care At Trinity Lutheran		Provider Number / Facility ID Number 9000559219 / 030 - 2004293		
Address - Facility (Street, City, State, Zip Code) 140 N 7Th Ave West Bend WI 530953200		Telephone Number 262-808-8743	Date - Regulation Visit 5/28/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.055(1)(a) Supervision Of Children Description: Based upon the center's self-report, on May 15, 2025 a 2.5-year-old child was left alone in a classroom during a fire drill for approximately 2 minutes while the rest of the class evacuated the building. The child care workers responsible for the child realized the child was missing from the group and retrieved them from the building. Repeat violation: Previously cited on 2/25/2025, 12/20/2023	<i>Staff will practicing fire drills bi-weekly with a social story and the alarm on the tablet. This will allow the children to become familiar with the alarm and go to the door when they hear it.</i>	<i>May 30, 2025</i>	

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2	251.055(1)(f) Child Tracking Procedure Description: Based upon the Department's investigation, on May 15, 2025 child care workers failed to implement and adhere to the center's policy on transitioning from one area to another when they failed to conduct a face-to-name and sweep of the classroom prior to evacuating for a fire drill. This resulted in a 2.5-year-old child being left alone in the classroom for approximately 2 minutes. Repeat violation: Previously cited on 12/20/2023	Face to name is now being done by both staff in the room. One with the tablet one with the clipboard. Communicating we have "10 yes, 10 on my end too?" before heading out the door. They will also do take a sweep of the classroom before leaving. All staff ^{sop} have read + signed off	May 30 2025	
3	251.06(4)(jm)1. Fire Alarms & Smoke Detectors - Drills Description: Based upon the Department's investigation, a signaling device was not used to conduct a fire drill on May 15, 2025. Instead, it was announced verbally to the children by child care workers.	The fire alarm video has been added to all tablets to allow the staff to practice with the children and to play if need when the drill is announced vs sound going on w/ 2 levels	June 30 2025	

NAME - Agency Worker
Jamie Brandt

Date Issued
6/12/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Miss Kucenovitz

6/19/2025