

MAR 11 2026

<b>Date Correction Plan Due</b> 3/16/2026	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	SOUTHEASTERN REGIONAL OFFICE DCF DECE BLDG TO FILE A COMPLAINT CALL 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> Early Steps Child Dev Center Llc		<b>Provider Number / Facility ID Number</b> 9000588079 / 001 - 2001648		
<b>Address - Facility (Street, City, State, Zip Code)</b> 9135 W Silver Spring Dr Milwaukee WI 532253413		<b>Telephone Number</b> 414-763-3775	<b>Date - Regulation Visit</b> 2/17/2026	
	<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(4)(a)2.c. <b>Parent Notification - Injury, Consumption Of Allergen, Incorrect Medication</b>  Description: Based on a review of the medical log book, on 2/10/26, parents were not immediately notified that the child sustained an injury to the head in the preschool room.	MOVING FORWARD, PARENT WILL BE NOTIFIED IMMEDIATELY WHEN CHILD FALLS (and/or) BRUISE	02/17/26	
2	251.04(6)(a)5. <b>Child Record - Alternate Arrival / Release Agreement</b>  Description: The file for Child 2 lacked an alternative release agreement, authorizing the child to arrive/depart via school bus.	MOVING FORWARD, ALL CHILDREN FILES WILL HAVE ALTERNATIVE RELEASE AGREEMENT. COMPLETED	02/17/26	

10/11/50

Government of India  
Ministry of Education  
New Delhi  
Circular  
No. 111  
Date 10/11/50  
Subject: ...

10/11/50

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3	251.05(2)(a)6. <b>Staff Record - Days &amp; Hours Worked</b>  Description: Actual hours staff worked when used to meet ratio are not being properly documented. On the day of the licensing visit, three staff were signed into the school age room but only two staff were present. And the staff person supervising a group of children in the infant room did not sign in.  Repeat violation: Previously cited on 10/16/2024, 6/10/2024	MOVING FORWARD, (SIGN IN) OF STAFF RECORDED IN EVERY CLASS ROOM.	02/17/26	
4	251.06(11)(b)7. <b>Outdoor Play Space - Enclosure</b>  Description: In the outdoor play space, there is a gap in the fence near the gate that is greater than 4 inches.	MOVING FORWARD, FENCE ENCLOSURE FREE OF ANY GAPS IN STRUCTURE	2/19/26	
5	251.06(2)(gm) <b>Premises - Well Drained, Clean, In Good Repair</b>  Description: In the school age room, a ledge/shelf was slanted and not fully secure to the wall, a smoke detector was hanging from the ceiling, and loose pieces of drywall were observed on the floor, accessible to children. **The shelf, smoke detector, and drywall was verified as corrected via email on 3/2/26**  Repeat violation: Previously cited on 9/10/2025, 10/16/2024, 6/10/2024	MOVING FORWARD (ALL REPAIRS) PREMISES-CLEAN, IN GOOD CONDITION	2/28/26	

05/11/20

Having forward,  
(Don't) of course  
recorded in ERM  
class room.

05/11/20

Having forward,  
FIVE enclosure FILE  
of any pass in structure

05/11/20

Having forward,  
(All) (seems) (all)  
of course & clean,  
in record. (seems) (all)

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6	251.06(2)(p)1.b. Radon - Testing, Current Providers  Description: A test for radon gas levels was not conducted by September 2023.	MOVING FORWARD RADON TESTING DONE EVERY FIVE YEARS	2/25/26	
7	251.07(1)(c) Television As Part Of Program  Description: On the day of the licensing visit, a group of 7 children were observed watching a PG-13 movie in the school age room; the movie was not rated to the age and development level of the children.  Repeat violation: Previously cited on 10/16/2024	MOVING FORWARD, TV. USED FOR EDUCATIONAL PURPOSES ONLY	2/17/26	
8	251.07(6)(i)1. Washing Child's Hands & Face  Description: A child's hands were not washed with soap and running water after being diapered; the child's hands were only washed with a wet wipe. **This was corrected during the licensing visit**	MOVING FORWARD, 1 YR OLD -> UP HANDS WASHED @ SINK	2/17/26	
9	251.08(3)(c) Information In Vehicle - Route And Stops  Description: Information is not being maintained in the vehicle and center when transporting children, as there was no schedule of transportation routes and scheduled stops being kept at the center.	MOVING FORWARD, BINDER (INFO) MAINTAIN IN VEHICLE (VAN) & CENTER FILE	2/18/26	

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10	251.09(4)(b) Infant & Toddler - Sinks In Self-Contained Area  Description: The sink is the infant room, used for diapering purposes, was observed being used to wash a plastic bib.  Repeat violation: Previously cited on 6/10/2024	MOVING FORWARD, SINKS USED FOR DIAPERING PURPOSES Hand washing only	2/17/26

**NAME - Agency Worker**  
Kristin Lange, Sara Cooney

**Date Issued**  
3/2/2026

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**

*Sara Cooney*

**Date Signed**

*2/25/26*

INSTITUTIONAL REVIEW BOARD  
FOR HUMAN SUBJECTS  
RESEARCH DEPARTMENT  
UNIVERSITY OF CALIFORNIA

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