

# Willow Creek

Learning Center  
N79W14845 Homestead Dr.  
Menomonee Falls, WI 53051  
Phone: (262)250-1460  
Fax: (262) 250-1622

Fax Transmittal

Date: 5.24.22

To: Cindy Matuszak

Fax Number: 262-446-7991

From: Jenny Mechenich

Number of pages (including cover sheet): 5

Message: \_\_\_\_\_

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PAGE 1/4 REC'D 5/24/2022 10:39:19 AM [Central Daylight Time] PRD 082265423

**Date Correction Plan Due** 6/2/2022 **NONCOMPLIANCE STATEMENT AND CORRECTION PLAN** **TO FILE A COMPLAINT CALL** 262-446-7800

**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** Willow Creek Learning Center Inc **Provider Number / Facility ID Number** 5000588465 / 001 - 2002271

**Address - Facility (Street, City, State, Zip Code)** N79w14845 Homestead Dr Menomonee Falls WI 530517338 **Telephone Number** 262-250-1455 **Date - Regulation Visit** 5/17/2022

Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(3)(b) <b>Report - Damage To Premises</b> Description: The center did not report leaks in the ceiling.	From this point forward any leaks in the ceiling will be reported.	5-19-22	
2	251.06(11)(b)5. <b>Outdoor Play Space - Energy-Absorbing Surfaces</b> Description: The energy absorbing surface under the slide did not have a depth of nine inches.	The wood chips will be raked to a depth of nine inches around the slide	5-21-22	

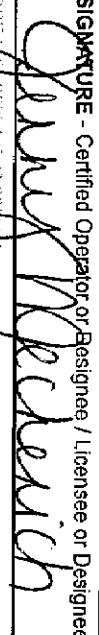
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>3 251.06(1)(b)7. Outdoor Play Space - Enclosure</p> <p>Description: The fence in the outdoor play space outside the rainbow fish room was not four feet high when it measured in some areas at 40 inches.</p>	<p>The wood chips causing this will be raked away from the fence.</p>	<p>5.21.22</p>	
<p>4 251.06(2)(d) Access To Materials Potentially Harmful To Children</p> <p>Description: Sanitizer was in an unlocked cupboard under the sink in the sea turtle room. Air freshener labeled keep out of reach of children was in a cupboard in the bathroom between the shark and rainbow fish rooms.</p>	<p>Both classrooms removed the materials and stored them in a place that is out of the reach of children.</p>	<p>5.17.22</p>	
<p>5 251.06(2)(gm) Premises - Well Drained, Clean</p> <p>Description: The premises was not in good repair when there were stained ceiling tiles in a few classrooms, and a small area of damaged carpet near the exit door in the angelfish room.</p>	<p>Stained ceiling tiles will be replaced with new ones We called Drexel Building Supply to be put on the schedule to replace the carpet.</p>	<p>6.10.22 Completion date is yet to be determined.</p>	

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Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
6 251.09(3)(a)2. Infant & Toddler - Food & Formula Brought From Home Description: A bottle in the angelfish room was not labeled with the child's name. Repeat violation: Previously cited on 10/21/2021	The bottle was labeled with the child's name and the parents were reminded to label all their bottles	5.17.22	

NAME - Certification Worker / Licensing Specialist  
 Cindy Matuszak  
 Date Issued  
 5/18/2022

SIGNATURE - Certified Operator or Resignee / Licensee or Designee  
  
 Date Signed  
 5.24.22