

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

Date Correction Plan Due
4/7/2023

TO FILE A COMPLAINT CALL
608-422-6765

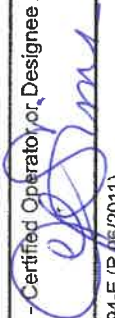
Use of Form: This form is used by certification / licensing staff to identify statute and / or administrative rule violation(s) and to outline imposed plans of correction, if applicable. This form is used by certified operators / licensed centers to meet the requirements of DCF 202.065, DCF 250.04(2)(i) 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 La Petite Academy		Provider Number / Facility ID Number 8000558368 / 009 - 1001671	
Address - Facility (Street, City, State, Zip Code) 6514 Schroeder Rd Madison WI 53711		Telephone Number 608-277-0076	Date - Regulation Visit 11/18/2022
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.05(2)(a)6. Staff Record - Days & Hours Worked Description: In a review of attendance for one week, staff hours were not recorded accurately when teachers were signed into a classroom, but not signed out 11 times. Repeat violation: Previously cited on 2/25/2022, 2/10/2022	Staff were retrained on proper signing in & out procedures per La Petite's Face to name policy & procedure this took place during a staff meeting.	4-4-23	
2 251.055(2)(a) Group Size - Maximum Description: In a review of attendance for one week, the Opening classroom was over max group size for approximately 15-35 minutes for three different days. According to staff, this happens frequently.	All families were contacted in regards to their child's schedule. Staffing schedules were & continue to be modified to reflect the needs of families attending. Drop off & pick up outside of scheduled times is not allowed as to make sure group size is maintained.	4-4-23 3 on going	

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3	<p>251.055(2)(b) Staff-To-Child Ratios - Minimum</p> <p>Description: In review of attendance for one week, the minimum staff-to-child ratios were exceeded in the Two's/Preschool/School-age room for over five hours each day on three different days. Additionally, in the Opening classroom, staff-to-child ratios were exceeded for over 20 minutes each day for two different days. According to staff, this happens frequently.</p> <p>Repeat violation: Previously cited on 2/25/2022, 2/10/2022, 1/19/2022, 8/23/2021</p>	<p>During a staff meeting all staff were retrained on group size, ratios & mixed age groups. All families were contacted in regards to schedules & staffing schedules were modified & will continue to be modified to ensure staff to child ratios are maintained.</p>	<p>4-4-23 ongoing</p>	
4	<p>251.055(2)(d) Mixed Age Group With Children Under Age 2 - Group Size</p> <p>Description: In a review of attendance for one week, the group size that included infants and toddlers exceeded 8 children for approximately 15-45 minutes each day on 4 different days.</p>	<p>During a staff meeting all staff were retrained on group size, ratios & mixed age groups. All families were contacted in regards to schedules & staffing schedules were modified & continue to be monitored.</p>	<p>4-4-23 ongoing</p>	
5	<p>251.06(11)(b)7. Outdoor Play Space - Enclosure</p> <p>Description: The enclosure in the outdoor play space had an opening area greater than 4 inches when a space between the gate and the concrete measured 6 inches, which is an entrapment hazard.</p>	<p>work order was placed for gate & fence gap to be fixed.</p>	<p>4-4-23</p>	

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6	251.06(3)(b)2. Emergencies - Practice Written Plans Description: Fire and tornado drills were documented monthly, however multiple staff confirmed that the record was not accurate and drills were never practiced.	Current members of management will coordinate any emergency drills w/ the DM & she will login to cameras to monitor that drills are being done correctly & on time.	4-4-23 3 on going
7	251.06(4)(d) Exits & Passageways - Unobstructed, Minimum Width Description: An exit was obstructed when a door to the outside in the preschool room was locked from the inside as well as bolted with a lock on the outside to prevent a safe exit in the event of an emergency.	Work order was placed & was taken care of day after visit	11-20-22 rechecked 4-4-23

NAME - Agency Worker Colleen Peterson, Sara Bossingham O'Brien		Date Issued 3/24/2023
SIGNATURE - Certified Operator or Designee / Licensee or Designee 		Date Signed 3/30/23
DCF-F-CFS0294-E (R 06/2011)		