

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

Date Correction Plan Due
4/7/2026

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)(f) 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**
La Petite Academy Crossroads 8000558368 / 008 - 1001680

Address - Facility (Street, City, State, ZIP Code) **Telephone Number**
3801 S Dutch Mill Rd Madison WI 53718 608-223-9686

Rule/Statute Number **Date - Regulation Visit**
Noncompliance Statement 3/23/2026

1	251.05(2)(a)1. Staff Record - Personal Information	Correction Plan	Expected Completion Date	Verification Date
<p>Description: Staff B, who has worked at the center for more than one year, is missing personal information including address, date of birth, education, position, telephone numbers of persons to be notified in an emergency, and previous work experience in child care - including the reason for leaving previous positions.</p> <p>Repeat violation: Previously cited on 10/21/2025</p>		<p><i>Staff files will be checked monthly, by both Director and A.D to keep on top of paperwork</i></p>	<p><i>Next check 4/21 ongoing basis</i></p>	

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<p>2 251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Staff A, who has been working at the center for several years, is missing a current certificate in infant and child CPR/AED. Staff B, who has been working at the center for more than one year, is missing the CPR/AED certificate within three months of beginning work.</p> <p>Repeat violation: Previously cited on 10/21/2025, 7/8/2024</p>	<p>Staff and files will be checked monthly by both director and AD. - Staff CPR cards due by 4/21 for Staff out of date</p>	<p>Ongoing</p>	
<p>3 251.05(3)(g)2. Assistant Child Care Teacher - Qualifications</p> <p>Description: Staff A and Staff B, who have been working as assistants for more than one year, are missing documentation of having completed the required training for assistant teachers, which was due within six months of beginning their positions.</p>	<p>One staff waiting on regional approval. Other staff has until 5/15 AD sign up for classes</p>	<p>5/20</p>	
<p>4 251.05(4)(a) Staff Orientation - Develop, Implement, Document</p> <p>Description: Staff B, who has been working at the center for more than one year, is missing documentation of having completed an orientation program during their first week at the center.</p> <p>Repeat violation: Previously cited on 10/21/2025</p>	<p>Staff files will be checked once a month by both director and AD</p>	<p>Ongoing</p>	

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<p>5 251.06(2)(a) Potential Source Of Harm On Premises Description: During the licensing visit, a section of flexible snow fencing in the children's outdoor play space is partially collapsed, creating an entrapment hazard. Repeat violation: Previously cited on 12/11/2024, 7/8/2024</p>	<p>Work order had been placed prior to site arrival, the fence was removed by director on 3/20 when site returned.</p>	<p>3/20/26</p>	
<p>6 251.07(6)(dm)4. Medical Log - Reviewing Injury Records Description: The medical log book in the preschool classroom has not been reviewed with staff every six months when the most recent documented review was in April 2025.</p>	<p>med log checks have been added to main calendar</p>	<p>Ongoing</p>	
<p>7 251.07(6)(i)1. Washing Child's Hands & Face Description: During the licensing visit, four children's hands were not washed after diapering in the one-year-old classroom.</p>	<p>Staff receive hand washing training from the company</p>	<p>4/16/26</p>	

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<p>8</p> <p>251.09(1)(c) Infant & Toddler - Documenting Changes In Development</p> <p>Description: Changes in children's development were not documented every three months for Child 1 and Child 2. A staff person in the one-year-old classroom did not know where that information was maintained.</p>	<p>Updated files were copied and placed in room. Staff were reminded where they are kept</p>	<p>4/13/26</p>	
<p>9</p> <p>251.09(1)(e) Infant & Toddler - Provider Training</p> <p>Description: Staff A and Staff B, who have been working with infants for more than one year, are missing documentation of having completed ten hours of training in infant and toddler care within six months of assuming their positions.</p> <p>Repeat violation: Previously cited on 10/21/2025</p>	<p>Staff B waiting on registry approval Staff A has until 5/18 to sign up for training</p>	<p>5/20/26</p>	
<p>10</p> <p>251.09(2)(a) Infant & Toddler - Responding To Crying Children</p> <p>Description: During the licensing visit, staff in the infant room did not respond promptly to a crying child. An infant cried while sitting on the floor for at least five minutes. While crying, the child repeatedly turned their head to look at the licenser when staff did not respond. The other staff person in the room was cleaning and did not respond to the child until the licenser asked them to do so. The staff person then put the child in a crib and walked away. The child continued to cry for at least one more minute with no staff responding.</p>	<p>Spoke to infant teachers about soothing techniques. Reminded staff that if someone's available to not intervene in the immediate needs of the children to support the upset children by picking them up</p>	<p>3/30/26</p>	

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<p>11 251.09(4)(a)10. Infant & Toddler - Diapering Lotions, Powders, Salves Description: Directions for applying lotions, powders and salves to a child during diapering were not posted in the diapering area in the infant room, or in the one-year-old classroom.</p>	<p>1st will be made for each room - will be updated as needed</p>	<p>4/20/26</p>	
<p>12 251.09(4)(a)5. Infant & Toddler - Soiled Diapers Disposal Description: During the licensing visit, disposable soiled diapers in the infant room were not placed in a hands-free container when they were placed in a Diaper Genie that requires pushing the diaper through a covered hole with hands. During the licensing visit, disposable diapers in the one-year-old classroom were not placed in a covered container when the lid was missing from the garbage container. The lid was replaced during the visit when the licensor brought the issue to staff attention.</p>	<p>toddler teachers were spoke to in regards to the lids. lids were removed</p>	<p>4/20/26</p>	

NAME - Agency Worker
Amy Anderson

Date Issued
3/24/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
4/19/26