

Date Correction Plan Due 12/20/2024	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 Cesa 7 Head Start		Provider Number / Facility ID Number 9000577809 / 019 - 2004127	
Address - Facility (Street, City, State, Zip Code) 1130 S 9Th St Manitowoc WI 542205316		Telephone Number 920-683-1960	Date - Regulation Visit 11/26/2024
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.055(1)(a) Supervision Of Children Description: The center self reported that on November 20, 2024, child care workers failed to supervise a 3-year-old child, for approximately 2 minutes, when the child left the group as the class was transitioning to the outdoor play space. The child was found by another staff near a downstairs classroom. Repeat violation: Previously cited on 12/14/2022	① Staff completed a thorough review of their Active Supervision Plan focusing on transitions in the hallway. Discussed importance of communication and scanning the entire area even when working in zone supervision. ② Added checking the hallway door chimes to the daily safety checklist. ③ Installing electrical outlets in the hallway that are out of the reach of children so that door chimes cannot be turned off by children	1/10/25	

NAME - Agency Worker
Clint Smith

Date Issued
12/6/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Shelly Bishop

12/12/24