DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

| Date Correction Plan Due | NONCOMPLIANCE STATEMENT AND CORRECTION PLAN | TO FILE A COMPLAINT CALL 608-422-6765 |
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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 | | Provider Number / Facility ID Number | |
|---|---|---|---|
| Bee Balm Learning Center Llc | | 4000588114 / 001 - 2001680 | |
| **Address - Facility (Street, City, State, Zip Code)**<br>1650 Norman Way Madison WI 537051239 | **Telephone Number**<br>608-233-8855 | **Date - Regulation Visit**<br>7/26/2024 | |

| | Rule/Statute Number<br>Noncompliance Statement | Correction Plan | Expected Completion Date | Verification Date |
|---|---|---|---|---|
| 1 | 251.04(2)(m)<br>**Health, Safety & Welfare Of Children**<br><br>Description: The safety of a child was adversely affected when a teacher allowed a child to climb over a railing onto to the top of a retaining wall that is over eight feet in height with concrete below. | There was some confusion with this as the child is 10 and the owner's son, however. the teacher was reminded of climbing height and fall zone restrictions. it won't happen again. | 8/12/24 | |
| 2 | 251.05(2)(a)2.<br>**Staff Record - Completed Background Check**<br><br>Description: Staff A did not have a completed background check on file prior to beginning work as required.<br><br>Repeat violation: Previously cited on 9/11/2023 | Director will monitor the portal daily when new staff are hired to ensure they have a completed background check prior to beginning in the classroom | 8/12/24 | |

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| 3 | 251.06(2)(b)<br>**Electrical Or Hot Surface Protection**<br><br>Description: Multiple electrical outlets were not protected by covers and accessible to children. | Teachers were reminded to make sure outlets are covered as part of their opening duties. Assistant Director will monitor when she opens the center | 8/12/24 | |
| 4 | 251.06(2)(d)<br>**Access To Materials Potentially Harmful To Children**<br><br>Description: Potentially harmful materials were accessible to children when insect spray was left on a shelf within reach of children. Additionally, a shed with sharp yard tools was open and left accessible on the playground. | Teachers were reminded to keep insect spray out of reach of children. Assistant Director will monitor. Shed has been fitted with a lock. | 8/19/24 | |
| 5 | 251.06(2)(i)<br>**Deteriorating Paint**<br><br>Description: In multiple classrooms there are areas of deteriorating paint accessible to children.<br><br>Repeat violation: Previously cited on 3/1/2023 | Maintenance personnel will touch up all paint on next in-service day, 9/3/24 | 9/3/24 | |

**NAME** - Agency Worker
Jenny Sweeney

Date Issued

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

Date Signed
8/12/24