

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
262-446-7800

Date Correction Plan Due
3/23/2026

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	
Elmbrook Preschool		6000590116 / 001 - 2005015	
Address - Facility (Street, City, State, Zip Code)		Date - Regulation Visit	
13001 W North Ave Brookfield WI 530055214		3/9/2026	
Rule/Statute Number	Correction Plan	Expected Completion Date	Verification Date
251.04(6)(a)1. Child Record - Enrollment Information Description: Documentation of complete enrollment information to include emergency contact information for someone when the parent/guardian cannot be reached was not observed for Child 1.	Parents added an emergency contact for Child 1. Students will need to have an emergency contact listed - ongoing to have the form approved.	Completed on 3/19/26	
251.06(2)(d) Access To Materials Potentially Harmful To Children Description: A container of hand wipes, labeled "keep out of reach of children," was observed on a shelf outside of the Rainbow Room. The provider removed the wipes during the monitoring visit. Repeat violation: Previously cited on 4/4/2024	Hand wipes were removed and put into the trash. We will be more careful in the future.	Completed on 3/9/26	

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Address - Facility (Street, City, State, Zip Code) 13001 W North Ave Brookfield WI 530055214		Telephone Number 262-780-0122	Date - Regulation Visit 3/9/2026
Rule/Statute Number Noncompliance Statement		Correction Plan	Expected Completion Date
3	251.07(6)(dm)3.b. Medical Log - Injury In Care Description: Some entries, in the medical log book, of injuries received by a child while in care of the center did not include the time of the injury.	All new entries in the medical log book include times.	3/10/2026
			Verification Date

NAME - Agency Worker
 Tiisha Harrell, Katrina Tarantino

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Pamela Caswell

Date Issued: 3/9/2026
 Date Signed: 3/19/2026