Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
10/23/2026		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	Provider Number / Facility ID Number
Little Woodland Preschool - Belleville Campus	3000590493 / 001 - 2005543

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
129 Greenway Cross Ct Belleville WI 535088801	608-424-1818	9/25/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(3)(cm) **Child Abuse & Neglect - Biennial Training** Description: Staff B & E did not have documentation of having completed child abuse and neglect training within the first week of beginning work at the center. Repeat violation: Previously cited on 1/13/2026	The Child Abuse & Neglect training was received by staff B & E on 9/22/26 and 7/16/26	9/22/26 7/16/26	
2	251.05(3)(f)2.b. **Child Care Teacher - High School Or Equivalent** Description: Staff D who is used as a lead teacher and left alone with a group of children did not have documentation of completing high school or its equivalent which is a requirement of the position.	Staff D has sent in the high school diploma to the registry on 10/19/26 and a copy will be added into her file	10/19/26	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	251.06(2)(d) **Access To Materials Potentially Harmful To Children** Description: Items marked keep out of the reach of children were accessible when glue and borax were stored in a lower unlocked cupboard in the preschool classroom.	The harmful materials have been removed from the classroom and have been tossed into the garbage.	9/28/26	
4	251.07(2)(e)5. **Prohibited Actions - Cruel, Aversive, Frightening, Humiliating Actions** Description: A teacher used prohibited actions when they could be heard yelling at children in a frightening and aversive way through the front door of the program.	A book regarding Guidance and Discipline was order and given to the proper staff member to complete by 11/6/26	11/6/26	
5	251.07(6)(f)5. **Medication Administration - As Labeled & Authorized** Description: Emergency medication was found in the preschool room that could not be administered as labeled and authorized due to an expiration date of June 30, 2026.	The expired medication was disposed of as this child no longer attends LWP	9/28/26	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
6	251.07(6)(f)6. **Current Authorizations For Medications On Premises** Description: Medications being stored in the classroom did not have end dates or a parent signature on the authorization form. Repeat violation: Previously cited on 4/24/2025	This medication is an emergency medication an expiration date was added as the end date and a parent singed off the form.	9/28/26	

NAME - Agency Worker
Sara Bossingham O'Brien

Date Issued
10/9/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Brooklyn Hussli

Date Signed
Oct 23, 2026