

Date Correction Plan Due 2/5/2025	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 The Salvation Army Child Learn Ctr	Provider Number / Facility ID Number 0000558560 / 003 - 1008832
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Address - Facility (Street, City, State, Zip Code) 1525 Appleton Rd Menasha WI 54952	Telephone Number 920-886-3648	Date - Regulation Visit 1/2/2025
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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>251.05(2)(a)3.a. Staff Record - Physical Examination</p> <p>Description: Based on record review on 1/2/25 according to the Staff Record Checklist Staff Member A failed to have a health report on file.</p> <p>Repeat violation: Previously cited on 6/14/2024</p>	<p>Staff member will get a health report signed by her doctor and returned to center to be put in her file</p>	<p>3/2/25</p>	
2	<p>251.05(4)(c)9. Continuing Education - Documentation Of 12 Month Period</p> <p>Description: Based on record review on 1/2/25 according to the Staff Record Checklist Staff Member A failed to meet continuing education requirements for 2024.</p>	<p>All Staff continuing education will be reported to the admin team for documentation. Cont. ed opportunities will be offered throughout the year to support teachers in meeting the requirements.</p>	<p>12/31/25</p>	

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3	251.055(1)(a) Supervision Of Children Description: The program self reported that on November 25, 2024, a child care worker failed to be within sight and sound of two 23-month-old children that left the classroom unsupervised and ran down the hallway to the front vestibule of The Salvation Army. Staff retrieved the two children and returned them to the classroom. The two children were unsupervised for two minutes.	Teachers will stand/move to areas that all children are between the two adults during transitions. Also, an alarm was installed on the door to ensure that children are further dis encouraged from leaving the room/ opening the door without a teacher.	4/1/2025	
4	251.055(1)(f) Child Tracking Procedure Description: On November 25, 2024, the program failed to implement their tracking method of all staff knowing the whereabouts of all children in their care at all times on two occasions. The first was when two 23-month-old children left the classroom unsupervised and ran down the hallway to the vestibule without the staff knowing. The second was when another 23-month-old child walked through the adjoining bathroom to the classroom next door. The child was unaccounted for approximately 30 seconds.	Teachers will stay with children in bathroom area until all children are out of the bathroom and will shut bathroom door after the last child has left the bathroom. Also, teachers will complete an additional transition before lunch and after bathrooms to ensure all children are visible and accounted for.	4/1/2025	

NAME - Agency Worker
Cassandra Debauche

Date Issued
1/22/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Cassandra Debauche

1/22/2025