

Date Correction Plan Due 4/17/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN
TO FILE A COMPLAINT CALL 262-446-7800	

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	
Wee Know School		0000564280 / 001 - 225226	
Address - Facility (Street, City, State, Zip Code) 3325 Hwy 83 Hartland WI 53029		Telephone Number 262-367-0200	
Rule/Statute Number Noncompliance Statement		Correction Plan	
1	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Staff D does not have documentation of Child Abuse and Neglect Training.	All staff is currently completing mandated Reporter online training. <i>4/12/2024</i>	Expected Completion Date <i>3/20/2024</i>
2	251.06(3)(b)4. Emergencies - Record Of Fire / Tornado Drills Description: There is no documentation that a fire drill was conducted in January or February 2024.	Admin. member assigned to complete documentation each month - listed on our monthly maintenance assignment sheet. <i>4/10/24</i>	Verification Date

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
3	251.06(4)(m)2. Fire Alarms & Smoke Detectors - Testing Description: There is no documentation that the fire alarm system was tested in December 2023, January 2024 and February 2024. Repeat violation: Previously cited on 3/2/2023	Admin member assigned to complete on 1st day of month and document listed on our monthly maintenance assignment sheet	4/10/24
			Verification Date

NAME - Agency Worker
Sara Cooney

Date Issued
4/3/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
4/11/2024

Sara Cooney