

Date Correction Plan Due 12/22/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
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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 Wee Know School	Provider Number / Facility ID Number 0000564280 / 001 - 225226
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Address - Facility (Street, City, State, Zip Code) 3325 Hwy 83 Hartland WI 53029	Telephone Number 262-367-0200	Date - Regulation Visit 12/2/2025
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Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.07(6)(dm)3.a. Medical Log - Observation Or Evidence Of Injury Description: An injury a child sustained while not in care is not documented in the medical log book. A child present at the center has a red mark on her chin. Staff reported the child came to the child care with the mark the other day and the cause is unknown. Repeat violation: Previously cited on 1/28/2025	<ul style="list-style-type: none"> Discussed w/ classroom team members. Presented at Team Meeting to all staff members. Circulated Noncompliance Statement + Correction Plan at Team Meeting. 	12/02/2025 12/08/2025	

NAME - Agency Worker
Sara Cooney

Date Issued
12/8/2025

SIGNATURE - Certified Operator/Or Designee / Licensee/Or Designee

Date Signed

Sara Cooney, Executive Director 12/08/2025