

<b>Date Correction Plan Due</b> 5/18/2021	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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.

<b>Name - Certified Operator / Licensed Center</b> Wee Know School		<b>Provider Number / Facility ID Number</b> 0000564280 / 001 - 225226		
<b>Address - Facility (Street, City, State, Zip Code)</b> 3325 Hwy 83 Hartland WI 53029		<b>Telephone Number</b> 262-367-0200	<b>Date - Regulation Visit</b> 4/22/2021	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(6)(b) <b>Current, Accurate Daily Attendance Record</b>  Description: Attendance was not current and accurate at the time of the visit as one child who was present in a classroom was not signed in on the attendance sheet.  Repeat violation: Previously cited on 9/5/2019	Corrected <sup>at</sup> time of visit and coached staff on improving accuracy.	4/22/21	
2	251.05(2)(a)4.a. <b>Staff Record - Registry Certificate</b>  Description: Staff D does not have a Registry certificate and has been employed since May of 2019.  Repeat violation: Previously cited on 9/5/2019	Staff "D"'s application is in process	5/10/21	

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3	251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b>  Description: Staff B and Staff C do not have current training in Infant and Child CPR/AED. Training for Staff B and Staff C expired in January 2021.	Staff "B" & "C" are retiring June 3	6/3/21	
4	251.055(1)(f) <b>Child Tracking Procedure</b>  Description: The center's child tracking procedure was not accurate at the time of the visit. 13 children were present in one of the classroom however only 12 children were marked in as present.	Corrected at time of visit and coached staff on improving recording accuracy.	4/22/21	
5	251.06(2)(a) <b>Potential Source Of Harm On Premises</b>  Description: In several classrooms there are lose cords hanging from the wall or lying on the floor. Lose cords are a choking hazard, they need to be secured to the floor and/or wall.	Rooms have been checked and all cords are secured, or removed.	5-10-21	

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6	251.06(2)(d) <b>Access To Materials Potentially Harmful To Children</b>  Description: There is a container of disinfectant wipes that states "keep out of reach of children" on a cart in the main entrance, accessible to children.  The container of wipes was moved during the visit.  Repeat violation: Previously cited on 9/5/2019	Metal basket purchased and attached to door (inside) out of reach of children.  (Items removed from area at time of visit)	5-7-21
7	251.07(5)(a)6m. <b>Record Of Parent-Provided Snacks</b>  Description: In two classrooms the snack (provided by parents) were not documented on the sheet hanging on the parent board for multiple days.	Teachers have been reminded to document, also (Facebook Classroom Group page used to relay this info to parents)	

**NAME - Certification Worker / Licensing Specialist**  
Sara Cooney

**Date Issued**  
5/4/2021

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**

*Daniel Delia*

**Date Signed**

5-14-2021