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
Once Upon A Time Child Care Center	3000581263 / 001 - 1010699

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
910 Whalen Rd Verona WI 53593	608-845-2367	10/1/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.055(1)(a) **Supervision Of Children** Description: Each child was not closely supervised by a child care worker when, based on staff interviews, two preschool children had an altercation in a bathroom. Neither staff member assigned to the classroom was in or around the bathroom when the altercation took place, resulting in the staff members being unsure of what occurred between the two children. Repeat violation: Previously cited on 11/4/2025	The staff involved were reminded of the sight and sound policy at all times as well as discussed with all staff at the October staff meeting.	10-1-2026	

NAME - Agency Worker
Casey Allison

Date Issued
10/9/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee
DeDe Mears

Date Signed
10-21-26