DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due 8/27/2026	**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**
Apple Ridge Academy	3000585353 / 002 - 2001666

Address - Facility (Street, City, State, Zip Code)	**Telephone Number**	**Date - Regulation Visit**
21005 Gumina Rd Brookfield WI 530722932	262-783-5437	8/4/2026

	Rule/Statute Number Noncompliance Statement	**Correction Plan**	**Expected Completion Date**	**Verification Date**
1	251.04(4)(a)2.d. **Parent Notification - Child's Whereabouts Unknown** Description: On 07/22/26, the parents of a 3 year old child were not notified immediately after a child's whereabouts were unknown to two assigned child care providers.	The parents were notified of the incident at the end of the day. We reviewed the procedure of when parents should be notified.	7/28/26	
2	251.055(1)(a) **Supervision Of Children** Description: On 07/22/26, a child was left without sight and sound supervision in the outdoor play space for 10 minutes. Repeat violation: Previously cited on 7/17/2025	The entire team was retrained on the proper tracking procedure. This was done at an all team meeting on 8/8/26.	8/8/26	

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number	
Apple Ridge Academy		3000585353 / 002 - 2001666	
Address - Facility (Street, City, State, Zip Code) 21005 Gumina Rd Brookfield WI 530722932		**Telephone Number** 262-783-5437	**Date - Regulation Visit** 8/4/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	251.055(1)(f) **Child Tracking Procedure** Description: On 07/22/26, 18 children were lined up to go into the building from the outdoor play space, however 19 children were counted and listed on the preschool room tracking record. Once in the classroom, another name to face check was conducted and 19 children were counted again, however there were only 18 children in this group. Repeat violation: Previously cited on 4/1/2026, 7/17/2025	All Teachers were retrained on the child tracking procedure at the team meeting on 8/8/26. The specific teachers invloved were retrained that same day and explained the importance of BOTH teachers counting and recounting.	8/8/26	
4	251.06(11)(b)5. **Outdoor Play Space - Energy-Absorbing Surfaces** Description: the loose energy-absorbing surface (loose mulch/wood chips) was observed to not be at a depth of at least nine inches underneath 2 slides and underneath a climbing wall and wooden climber that is more than 4 feet in height and in the fall zone extending 4 feet beyond the equipment. The mulch/woodchip depth underneath this equipment measured 3-4 inches. Repeat violation: Previously cited on 4/1/2026	9" of much will be under all 'fall zones of over 4'. Areas will be raked and checked weekly.	8/8/26	

NAME - Agency Worker
Daniel Noel

Date Issued
8/12/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee Carolyn Bell

Date Signed
8/28/26