

Name - Certified Operator / Licensed Center

Kids First Preschool And Childcare

Provider Number / Facility ID Number

3000592573 / 001 - 2007716

Address - Facility (Street, City, State, Zip Code)  
214 E Seward St Poynette WI 539559004

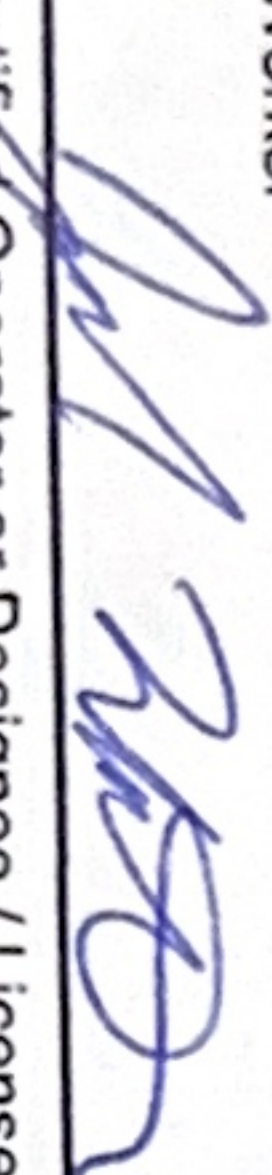
Telephone Number  
608-635-7679

Date - Regulation Visit  
1/29/2025

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
15 251.095(2m)(d) School-Age Care - Group Leader Supervision For 45 Minutes Description: Staff H, who has been working as a school-age lead teacher, is missing documentation of qualifications for the position, and is only qualified as an assistant.	taking skills & strategies class	2/7/25	

NAME - Agency Worker

Amy Anderson



SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Issued

2/5/2025

2-18-25

Date Signed

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11 251.07(5)(a)3. Meals & Snacks - Intervals Description: Children are going without nourishment longer than three hours when breakfast is served at 7:30 am and lunch is not served until 11:00 am.	Breakfast moved to 8am Lunch at 11am Snack 2pm Snack 5pm	2/7/25	
12 251.07(5)(a)6. Menus - Changes Description: Not all menu changes are recorded when only changes in entrees are recorded; changes in fruits and vegetables are not recorded.	[name redacted below] we will record all changes to the menu.	2/7/25	
13 251.09(3)(a)11. Infant & Toddler - Care During Feeding Description: Infants in the Woods classroom who are too young to sit at tables and chairs are fed while sitting in table-seats without the required safety straps.	Straps were installed	2/7/25	
14 251.09(4)(a)10. Infant & Toddler - Diapering Lotions, Powders, Salves Description: Directions for applying lotions, powders or salves to a child during diapering were not posted in the diaper changing area. This was corrected during the visit.	FIX was applied during VISIT	2/7/25	

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8 251.06(2)(b) <b>Electrical Or Hot Surface Protection</b> Description: An electrical outlet at child level was uncovered in the Barn classroom and also in the Garden classroom.	Child safety locks given to rooms	2/7/25	
9 251.06(2)(gm) <b>Premises - Well Drained, Clean, In Good Repair</b> Description: The premises were not in good repair in the Zoo classroom when a wall jut was crumbling at the bottom, a round area on the wall has come off, and an area rug is ripped approximately 18" along the edge. The premises were not clean in the Zoo classroom when the nipple of a child's pacifier was lying directly on a dirty floor, and both garbage containers in the classroom had dirty exterior surfaces.	Area on wall was fixed painted Area rug was trimmed Muck thrown away	2/7/25 2/17/25 2/17/25	
10 251.06(9)(d)1.b. <b>Food Storage - Refrigeration Units</b> Description: Each refrigeration unit was not maintained at 40 degrees Fahrenheit or lower when the refrigerator in the Woods classroom that contained children's formula and breast milk registered 50 degrees Fahrenheit.	Refrigerator temp. turned to 40 Staff will monitor	2/7/25	

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5 251.05(3)(cm) <b>Child Abuse &amp; Neglect - Biennial Training</b>  Description: Staff J is missing documentation of having completed training in child abuse and neglect laws within one week of beginning work at the center. Staff A, B, C, D, E, G, H and I are missing documentation of having completed this required training biennially, and are missing documentation of having completed the training within the past two years.	Staff J finished Child Abuse & Neglect Staff A, B, C, D, E, G, H, I done 2/7/25	1/30/25	
6 251.05(3)(gr)3.a. <b>Meal Prep Personnel - Training</b>  Description: Staff K is missing documentation of having completed four hours of training in kitchen sanitation, food handling and nutrition prior to beginning work.	Staff K will hand in 4 hours by end of Friday 2/7/25	2/7/25	
7 251.05(4)(a) <b>Staff Orientation - Develop, Implement, Document</b>  Description: Staff J is missing documentation of having completed an orientation program during the first week of employment at the center.	Staff J completed	1/30/25	

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2 251.05(2)(a)2. Staff Record - Completed Background Check  Description: Staff J is missing a department-approved background check completed prior to beginning work, with the requirements specified in s. 48.686, Stats., and ch. DCF 13, stating that the person is eligible to work in a child care program. Staff J has been working with children at the center for over three weeks. Staff F has a previous department-approved background check, but the eligibility expired.	Staff S fingerprint rescheduled Staff F done today	2/6/25 2/5/25	
3 251.05(3)(b) Abusive Head Trauma Prevention Training  Description: Staff J, who has been working with children under age five for over three weeks, is missing documentation of having completed department-approved training in abusive head trauma prior to working with children.	Staff S completed Abusive head trauma	1/30/25	
4 251.05(3)(c) Cardiopulmonary Resuscitation Training  Description: Staff H, who has been working at the center longer than three months, is missing a current certificate of completion for infant and child CPR/AED by an agency approved by the department.	Scheduled Feb. 25th	2/25/25	

Date Correction Plan Due  
2/19/2025

**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**

TO FILE A COMPLAINT CALL  
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.

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1 251.05(2)(a)1. Staff Record - Personal Information  Description: Staff J is missing the following information, which could be included on the department's Staff Record form: education, position, previous work experience in child care - including the reason for leaving previous positions - and the name, address and telephone numbers of persons to be notified in case of emergency.	Staff J has all forms filled out and in her file	2/6/25	