

<b>Date Correction Plan Due</b> 5/19/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 608-422-6765
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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** 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** 4/29/2025

1	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
	<p>251.04(6)(b)  <b>Current, Accurate Daily Attendance Record</b></p> <p>Description: Based on a review of attendance records, Attendance was not current and accurate on 4/17/25 when a child was signed into the Barn at 8:15 am, and was signed into the Den until 8:30 am. On 3/12/25, the child was signed into the Barn at 8:00 am, and was signed into the Den until 8:15 am. On 3/18, 3/20 and 3/21/25, two children were signed into/out of the Barn/Den at overlapping times. On 3/27/25 a child was signed into the Den from 7:27 am to 4:35 pm, and was also signed into the Barn that day from 8:40 to 10:00 am. A child was signed into the Barn on 4/17/25, but was not signed out.</p>	<p>Contact is made before signing child in and out of transitioning classroom. Clipboards are checked daily for accuracy</p>	5/18/25	

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<p>2 251.05(2)(a)6. <b>Staff Record - Days &amp; Hours Worked</b></p> <p>Description: Based on a review of staff work hours records, a staff person who was signed into the Barn Room on 4/16/25 did not sign out, and a staff person who was signed into the Den Room on 4/17/25 did not sign out. A staff person who was signed into the Woods Room on 4/21/25 did not sign out, a staff person who was signed into the Den Room on 4/22/25 did not sign out, and a staff person who signed into the Woods Room on 4/23/25 and had already left for the day did not sign out.</p>	<p>Discussion with staff was had regarding the importance of signing in and out. Clipboards are checked daily for accuracy.</p>	<p>5/8/25</p>	
<p>3 251.06(1)(b)m)2. <b>Outdoor Play Equipment - Developmental Level, Size</b></p> <p>Description: Outdoor equipment was not scaled to the developmental level, size and ability of children when staff reported on 4/23/25 that they allow two-and-one-half-year-old children to use a climber in the older children's outdoor play space that is rated for children age three to twelve years.</p>	<p>Children under 3 yrs old are not permitted on the climber.</p>	<p>5/8/25</p>	

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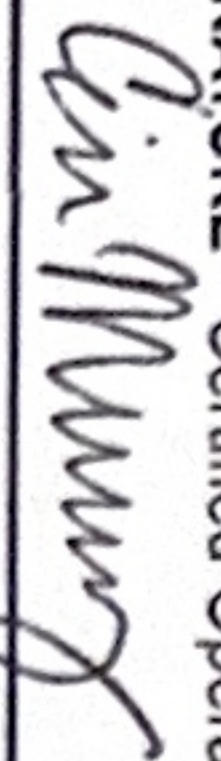
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<p>4 251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair</p> <p>Description: During the 4/23/25 visit, a piece of wood lattice in the younger children's outdoor play space had broken off at child level, posing a possible laceration hazard.</p> <p>The premises in the gym were not in good repair on 4/29/25 when the blue gym floor mats are very worn and are beginning to come apart.</p> <p>Repeat violation: Previously cited on 1/29/2025</p>	<p>Wood lattice will be replaced. Gym mats were disposed of.</p>	<p>5/17/25 5/8/25</p>	

NAME - Agency Worker  
Amy Anderson

Date Issued  
5/5/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed  
5/7/25