

Date Correction Plan Due 2/10/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 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 After School Leopold		Provider Number / Facility ID Number 2000557872 / 026 - 120210		
Address - Facility (Street, City, State, Zip Code) 2602 Post Rd Madison WI 53713		Telephone Number 608-616-0305	Date - Regulation Visit 1/13/2025	
	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 supervised by a child care worker who is within sight and sound of the children to guide the children's behavior and activities, prevent harm and ensure safety when on January 10, 2025, an 8-year-old child was unsupervised in the hallway for approximately 13 minutes. The program self-reported the incident. Repeat violation: Previously cited on 3/19/2024	All staff received re-training in supervision and tracking policies & procedures. Program manager worked with the staff to modify sign-in procedures to allow staff to better supervise the room while completing sign-in as well as evaluated ways to limit child access to doors/exits in the program space. Additional administrative staff are completing observations in the program on a weekly basis to ensure staff are following procedures.	1/15- program space updates & initial training refresher 1/26- in depth retraining On-going-program observations	

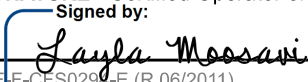
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2	251.055(1)(f) Child Tracking Procedure Description: Staff did not adhere to a procedure to ensure the whereabouts of children in care were known to assigned workers at all times, when on January 10, 2025, an 8-year-old child left the program space without staff realizing for approximately 13 minutes. The program self-reported the incident. Repeat violation: Previously cited on 3/19/2024, 1/8/2024	All staff received re-training in supervision and tracking policies & procedures. Program manager worked with the staff to modify sign-in procedures to allow staff to better supervise the room while completing sign-in as well as evaluated ways to limit child access to doors/exits in the program space. Additional administrative staff are completing observations in the program on a weekly basis to ensure staff are following procedures.	1/15- program space updates & initial training refresher 1/26- in depth retraining On-going-program observations	

NAME - Agency Worker
Sara Bossingham Obrien

Date Issued
1/27/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Signed by:

Date Signed
1/29/2025


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