

Date Correction Plan Due 8/2/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
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Name - Certified Operator / Licensed Center Bgcgm - Notre Dame School Of Milw		Provider Number / Facility ID Number 4000573254 / 026 - 2006643	
Address - Facility (Street, City, State, Zip Code) 1425 S 26Th St Milwaukee WI 532042513		Telephone Number 414-316-3305	Date - Regulation Visit 5/29/2024
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
1	251.04(2)(m) Health, Safety & Welfare Of Children Description: Child #3 (age 6) is identified as being allergic to eggs and nuts. The allergy plan on file indicates an Epi-Pen should be administered immediately for any symptoms if it is likely the allergen has been eaten. The allergy plan also identifies an antihistamine to be administered. The center director reports she is unaware of whether these medications are on the premises and reports if the medications are on the premises she is unaware of where they may be located.	Area Director will ensure that the School Age Director follows the BGCGM policy and procedure regarding Health, Safety & Welfare of Children.	8/15/2024
2	251.04(6)(a)1. Child Record - Enrollment Information Description: Enrollment information on file for Child #2 is incomplete. There is no physician information on file.	All children will have complete enrollment information including physician information. Area Director will review BGCGM policy regarding Child Record - enrollment information with School Age Director.	8/15/2024

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3	<p>251.04(6)(a)6m. Child Record - Immunization History</p> <p>Description: There is no documentation on file demonstrating the child's immunization history is in compliance with s. 252.04, Stats., and ch. DHS 144 for Child #1, #2, #4, and #5.</p> <p>Repeat violation: Previously cited on 3/13/2024, 12/19/2023</p>	All children will have immunization history on file. Area Director will review BGCGM policy regarding Child Record - immunization history with School Age Director.	8/15/2024	
4	<p>251.05(2)(a) Staff Record - Maintenance & Availability</p> <p>Description: Staff files are not available for review for the new center director (Staff G) or for Staff I. Staff I is providing care to children in a classroom.</p>	Staff files will be available and accessible for DCF to review. Area Director will review the BGCGM policy regarding staff records to ensure compliance.	8/15/2024	
5	<p>251.05(2)(a)3.a. Staff Record - Physical Examination</p> <p>Description: Documentation of a physical examination that was completed not more than 12 months prior to nor more than 30 days after the person was hired is not on file for Staff A, Staff B and Staff J, each of whom have been employed since 9/6/23.</p> <p>Repeat violation: Previously cited on 3/13/2024, 12/19/2023</p>	All staff will have their health report on file. Area Director will review the BGCGM policy staff record - physical exams with the School Age Director.	8/15/2024	

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6	<p>251.055(1)(a) Supervision Of Children</p> <p>Description: Each child was not supervised by a child care worker who is within the sight and sound of the children to guide the children's behavior and activities, prevent harm, and ensure safety. Multiple children under the age of 7 are observed alone in the hallways and bathrooms during the visit when they are allowed to leave their classrooms & the outdoor play space unescorted to use hallway bathrooms and drinking fountains, change clothes, etc. During this time the children are not within the sight & sound of a child care worker as required.</p> <p>Included in a Warning Letter issued on January 3, 2024.</p> <p>Repeat violation: Previously cited on 12/19/2023</p>	Area Director will work with the School Age Director to train staff regarding the Boys & Girls Clubs policy and supervision of children.	8/15/2024	
7	<p>251.055(1)(b) Supervision - Teacher Per Group Of Children</p> <p>Description: At least one child care teacher is not supervising a group of 3K and 4K children being cared for in Room 112. Staff I and Staff K are the teachers supervising this classroom. Staff I and Staff K each meet the qualifications for an assistant child care teacher.</p> <p>Repeat violation: Previously cited on 3/13/2024</p>	Area Director will ensure that staff have the educational qualifications and understand the BGCGM policy and procedure for sight and sound supervision.	8/15/2024	

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8	<p>251.055(1)(f) Child Tracking Procedure</p> <p>Description: The daily attendance record is used as the tool to ensure the number, names and whereabouts of children in care are known to the assigned child care workers at all times. Multiple children are not recorded on the tracking tool in various classrooms. For example, in the K-5 classroom one child who is present is not documented on the tracking sheet. A teacher in the boys bathroom is observed repeatedly calling for a child by name who she believes is in the bathroom when no one is actually in the bathroom.</p> <p>Included in a Warning Letter issued on 1/3/24 and an Order issued on 4/4/24.</p> <p>Repeat violation: Previously cited on 3/13/2024, 12/19/2023</p>	<p>Area Director will work with the School Age Director to train staff regarding the Boys & Girls Club policy and procedure regarding child tracking. Attendance will be tracked at the front door and individual classrooms.</p>	8/15/2024	
9	<p>251.055(2)(c) Mixed-Age Group - Staff-To-Child Ratio</p> <p>Description: The staff-to-child ratio is observed to not be met in multiple classrooms caring for mixed-age groups of children when Staff B is caring for 28 children in one classroom, Staff F is caring for 23 children in another classroom and Staff A is caring for 21 children on the playground. At one point during the visit Staff A is left alone on the playground with 39 children for at least 10 minutes.</p> <p>Included in a Warning Letter issued on 1/3/24 and an Order issued on 4/4/24.</p> <p>Repeat violation: Previously cited on 3/13/2024, 12/19/2023</p>	<p>Site will maintain the proper staff-to-child ratio. Area Director will review BCGGM policy and procedure regarding mixed age group - staff to child ratio with School Age Director.</p>	8/15/2024	

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10	<p>251.06(10)(dm)1. Washrooms - Sanitary Conditions</p> <p>Description: Bathrooms used by enrolled children during the monitoring visit are not in a sanitary condition. The bathrooms smell strongly of urine. Urine is observed covering areas of flooring both inside and outside of the bathroom stalls. Toilets are clogged with toilet paper and feces that has spattered inside the toilet bowl. A whole roll of toilet paper is observed inside a toilet bowl. Loose toilet paper soaked in urine is observed on the floor. One stall has toilet paper that has been draped over the toilet seat.</p>	Bathroom has been cleaned and in good condition. Area Director will review the BGCGM policy on cleanliness with Club Manager/ School Age Director.	8/15/2024	
11	<p>251.06(2)(a) Potential Source Of Harm On Premises</p> <p>Description: A single metal screw is accessible to children on top of a roll of toilet paper inside a stall in one of the bathrooms used by the program.</p>	The metal screw has been removed. Area Director will review with the School Age Director the BGCGM policy and procedure regarding the potential source of harm on premises.	8/15/2024	
12	<p>251.06(2)(d) Access To Materials Potentially Harmful To Children</p> <p>Description: A tub of Clorox disinfecting wipes is accessible to children on a table in hallway while children enrolled in the program are unattended in the hallway. The tub is labelled "keep out of reach of children."</p> <p>Repeat violation: Previously cited on 12/19/2023</p>	Harmful materials have been removed and no longer accessible to children. Area Director will review BGCGM policy and procedure regarding access to potentially harmful materials to children with the School Age Director to ensure materials are not accessible to children.	8/15/2024	

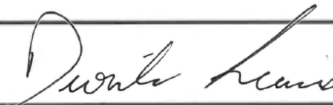
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13	<p>251.06(3)(b)2. Emergencies - Practice Written Plans</p> <p>Description: The center has failed to practice the required monthly fire drills for the months of March and April 2024 and has failed to practice the required monthly tornado drills for the months of September and October 2023 and April 2024.</p> <p>Repeat violation: Previously cited on 12/19/2023</p>	Area Director will review BGCGM policy and procedure regarding emergencies - practice written plans with School Age Director.	8/15/2024	
14	<p>251.07(1)(h) Program Reflects Policies</p> <p>Description: The program as implemented does not reflect the center's written policies. 4th graders enrolled in the program are utilized as classroom "helpers" to provide assistance to staff in classrooms of younger grades including K-3 and K-4. These duties are not reflected in the center policies and per the report of staff, parents are not made aware that their children will be helping staff rather than participating in program activities.</p>	The Area Director will ensure that the program will implement the written policies of BGCGM.	8/15/2024	
15	<p>251.094(5)(a) School-Age Group Leader - Supervision</p> <p>Description: School-Age Group Leaders are not working under the supervision of a School-Age Program Leader. Staff A is alone caring for a group of children. Staff B is alone caring for a group of children. Staff E is alone caring for group of children.</p> <p>Repeat violation: Previously cited on 3/13/2024</p>	Area Director will ensure that the location has enough staff to meet staff-to-child ratio and are trained regarding the supervision of children.	8/15/2024	

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16	251.094(6)(b) School-Age Program Aide - Age Description: School-age program aides are not at least 16 years of age. 4th graders enrolled in the program are identified by staff as classroom "helpers" and are utilized in classrooms of younger grades including K-3 and K-4 to assist staff in those classrooms with various duties including walking younger children from classrooms through the building for dismissal.	Area Director will ensure that children under the age of 16 will not act as program aides	8/15/2024

NAME - Agency Worker
Maureen Slatten, Sara Cooney

Date Issued
7/17/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Deonte Lewis

Date Signed
7/26/24

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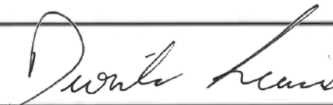
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1	251.07(6)(dm)2. Medical Log - Pages & Entries Description: Lines are observed to be skipped in the center medical log book. An entry dated 6/4/24 pertaining to an incident that led to a self-report being made to the department has not been signed.	Area Director will train School Age Director on the BGCGM policy and procedure regarding the Medical Log - Pages & Entries to ensure correct implementation of the policy.	8/15/2024	
2	251.094(5)(a) School-Age Group Leader - Supervision Description: On 6/4/24 School-Age Group Leaders (Staff B, Staff E, Staff K) caring for a group of children in the gym were not working under the supervision of a School-Age Program Leader as required. Repeat violation: Previously cited on 5/29/2024, 3/13/2024	Area Director will ensure that all group leaders will work under the supervision of a qualified School Age Program Leader.	8/15/2024	

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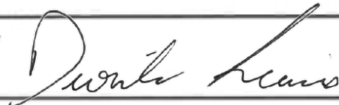
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