

<b>Date Correction Plan Due</b> 3/15/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 920-785-7811
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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.

<b>Name - Certified Operator / Licensed Center</b> Ymca Sch Age - Horace Mann		<b>Provider Number / Facility ID Number</b> 5000560455 / 068 - 2006651		
<b>Address - Facility (Street, City, State, Zip Code)</b> 1021 Oak St Neenah WI 549564126		<b>Telephone Number</b> 920-209-5923	<b>Date - Regulation Visit</b> 2/21/2024	
	<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(2)(k) <b>License Posted &amp; Visible</b>  Description: Center failed to have their license posted for view. Staff failed to put the display board out for the day of the visit.	Put the display board out every day upon arrival.	03/04/2024	
2	251.05(2)(a)6. <b>Staff Record - Days &amp; Hours Worked</b>  Description: Documentation of staff hours when being counted in staff-to-child ratio failed to be current. Staff members failed to sign in.	Staff will sign in daily upon their arrival at program.	03/04/2024	

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3	251.07(1)(a) <b>Written Program Of Activities</b>  Description: Center failed to have a written program of activates for the week. Lesson plan found on the board not put out this day was from Halloween.	Site Supervisor will put new lesson plan up on the board each week.	03/04/2024	

**NAME - Agency Worker**  
Ruth Sprangers

Date Issued  
3/1/2024

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**



Date Signed

03/04/2024