Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
8/11/2026		920-785-7811

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		Provider Number / Facility ID Number	
Ymca Sch Age Care - Sunrise		5000560455 / 011 - 420722	
Address - Facility (Street, City, State, Zip Code) N9363 Exploration Dr Appleton WI 54915	**Telephone Number** 920-830-5719	**Date - Regulation Visit** 7/6/2026	

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)3.a. **Staff Record - Physical Examination** Description: Based on record review on 7/6/26 according to the Staff Record Checklist Staff Member C and Staff Member D failed to have a Staff Health Report on file.	Both staff members will complete a health report and submit the results	8/21/26	
2	251.055(1)(a) **Supervision Of Children** Description: On June 25, 2026, while swimming at the Heart Of The Valley YMCA, child care worker(s) failed to supervise two children, ages 5 ½ year old and 6 ½ year old, when the two children were left within the locker room for approximately four minutes while the rest of the class left the locker room. The YMCA Aquatics director found the two children within the locker room and returned them to the class who were on the pool deck viewing area.	All children will be supervised by a staff member at all times and rooms double checked before leaving a space	8/5/26	

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	Rule/Statute Number **Noncompliance Statement**	**Correction Plan**	**Expected Completion Date** / **Verification Date**
3	251.055(1)(f) **Child Tracking Procedure** Description: On June 25, 2026, child care worker(s) failed to accurately implement the program's child tracking procedure when transitioning from the locker room to the pool deck area while swimming at the Heart Of the Valley YMCA. Workers failed to conduct a sweep of the locker rooms/changing areas, complete a call out prior to leaving the locker room, complete a head count as children left the locker rooms, and conduct a name to face attendance upon entering the pool deck viewing area. This resulted in two school age children being left within the locker room.	Staff will complete the required tracking procedures before and after every transition.	8/5/26

NAME - Agency Worker
Cassandra Debauche

Date Issued
7/29/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
8-5-26