Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
8/21/2026		715-361-7700

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
Tiny Tadpoles Child Care	6000592016 / 001 - 2007244

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
8023 Ush 51 Minocqua WI 545489145	715-614-0123	7/29/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(2)(L)1.a. **Monitoring Results Posted** Description: The monitoring results with correction plan from the visit on 09/24/2025 were not posted next to the child care license.	Correction Plans were posted in each room. They were not posted on the parent boards. They will be moved.	Aug. 21st	
2	251.04(6)(a)6m. **Child Record - Immunization History** Description: Child 1 did not have immunization records on file.	Will utilize a check list.	Aug. 21st	
3	251.04(6)(a)8.a. **Child Record - Physical Exam - Under 2** Description: Child 5 does not have an updated heath report on file.	Will Utilize a check list.	Aug. 21st	

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4	251.04(6)(a)8.b. **Child Record - Physical Exam - Over 2, Under 5** Description: Child 6 does not have an updated health report on file.	Will Utilize a check list.	Aug. 21st	
5	251.05(2)(a)1. **Staff Record - Personal Information** Description: Staff C and D on the Staff ID Key do not have documentation on file with an emergency contact person listed. Repeat violation: Previously cited on 9/24/2025	Will Utilize a check list.	Aug. 21st	
6	251.05(2)(a)2. **Staff Record - Completed Background Check** Description: Staff A on the Staff ID Key was working at the center with an expired background check.	Will Utilize a check list.	Aug. 21st	
7	251.05(2)(a)6. **Staff Record - Days & Hours Worked** Description: Staff B on the Staff ID Key does not have documentation of days and hours worked when needed in the staff-to-child ratio.	Staff has placed a paper copy in the entry of each room for easy clock in and out.	Aug. 21st	

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	Rule/Statute Number **Noncompliance Statement**	**Correction Plan**	**Expected Completion Date**	**Verification Date**
8	251.05(3)(cm) **Child Abuse & Neglect - Biennial Training** Description: Staff C and D on the Staff ID Key do not have current Child Abuse & Neglect training certificates on file. Repeat violation: Previously cited on 9/24/2025	The paper was in the wrong file Director will set aside a day to keep up on file managment.	Aug. 21st	
9	251.055(2)(d) **Mixed Age Group With Children Under Age 2 - Group Size** Description: Room 2 was not following the mixed age ratio when a child under the age of 18 months was in a classroom with 15 other children in the room.	Staff in room 3 needed a break. Child was having a rough day. Staff in room 2 took child to help out. There was only 2 staff on this day. When a staff starts to feel that they need a break and there are only 2 staff on, staff can call director or assistant director to come in.	Aug. 21st	
10	251.06(10)(f) **Bathroom Supplies** Description: The bathroom in Room 3 did not have paper towels provided and accessible to children. Repeat violation: Previously cited on 8/28/2025	Paper towel had ran out. Once staff was aware of the situation paper towel was refilled. Will start monitoring more.	Aug. 21st	

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11	251.06(2)(d) **Access To Materials Potentially Harmful To Children** Description: A bucket of chemicals including Clorox spray, cleaners and glass cleaner labeled "keep out of reach of children" were on a table in an area accessible to children in Room 2. A tool bag with loose wires and screws was also on the table. Sunscreen kept in a hanging rack by the door in Room 3 is in an area accessible to children. Repeat violation: Previously cited on 8/28/2025	Staff will be more cautious when cleaning and not leave supplies out.	Aug. 21st	
12	251.07(5)(a)5.a. **Menus - Post** Description: A current menu was not posted in the kitchen. The menu was not posted in an area visible to parents.	Menu's were posted on brightwheel for parents. After talking with state menus will be posted in each room. Menu was posted on a small white board calander in kitchen.	Aug. 21st	
13	251.07(5)(b)5. **Eating Surfaces - Cleaned, Sanitized** Description: Tables in Room 2 were not cleaned and sanitized prior to eating lunch. Per staff interview, tables are only being washed after meals and a disinfectant is being used instead of a food-grade sanitizer.	Staff will start cleaning tables before meals. Staff was using Lysol Multi-purpose cleaner to clean tables. Staff has now switched to Soap and Water Solution and a Bleach and Water Solution.	Aug. 21st	

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14	251.07(6)(dm)4. **Medical Log - Reviewing Injury Records** Description: The medical log books at the center are not being reviewed every 6 months.	These will be reveiwed at every staff meeting moving forward.	Aug. 21st	
15	251.09(1)(c) **Infant & Toddler - Documenting Changes In Development** Description: Intake Under 2 forms are not being updated with changes every 3 months.	Will utilize a check list.	Aug. 21st	
16	251.09(3)(a)2. **Infant & Toddler - Food & Formula Brought From Home** Description: Pre-made bottles in the fridge were not labeled with the date.	Staff has got masking tape next to each fridge for east access to label.		

NAME - Agency Worker
Brooke Lampe, Bonnie Davis

Ashlie Flanigan 8/21/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Issued
8/7/2026

Date Signed