

Date Correction Plan Due
4/11/2025

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
715-930-1148

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 Legacy Early Learning Center		Provider Number / Facility ID Number 3000592033 / 001 - 2007260		
Address - Facility (Street, City, State, Zip Code) 207 Packer Dr Roberts WI 540234501		Telephone Number 715-760-3111	Date - Regulation Visit 3/21/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)2. Child Record - Emergency Medical Consent Description: Documentation of emergency contact information was not observed on the enrollment form for Child #3, child #7 and Child #8.	The gaurdians of children #3, #7 and #8 all filled out the authorizations & turned them back to me. "Done" I will double check paper work and make sure all of it is filled out.		3-31-25
2	251.04(6)(a)5. Child Record - Alternate Arrival / Release Agreement Description: A written agreement, signed by parents, outlining the plan for child #2 and child #5 to come to the childcare center from school, home or other activities and/or to go from the childcare center to school, home or other activities via a bus was not observed in the file record.	Child #5 returned and filled out alternate/release form from parents "done" Child #2 gaurdians returned and filled out the alternate release form. "Done" I will make sure parents fill out alternate/release forms		3-31-25

When they are leaving Legacy to go to the Elementary School. "Going forward"

Teacher:

Name - Certified Operator / Licensed Center

Provider Number / Facility ID Number

Legacy Early Learning Center

3000592033 / 001 - 2007260

Address - Facility (Street, City, State, Zip Code)

207 Packer Dr Roberts WI 540234501

Telephone Number

715-760-3111

Date - Regulation Visit

3/21/2025

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	251.05(2)(a)2. Staff Record - Completed Background Check Description: Contrary to s. 48.686(4m)(c) Wis. Stats., the center failed to obtain an approved preliminary report indicating that Staff I was eligible to work in the child care program prior to her becoming a caregiver.	Staff member "I" got done with her background check Saturday, March 29 th 2025. She is Eligible "done" I will have staff do their background check before working with children. "Going forward"		4-1-25
4	251.05(2)(a)3.a. Staff Record - Physical Examination Description: The file for Staff B did not contain documentation of a physical examination report completed within 12 months before or within 30 days after beginning work with children in care, indicating the person is free from illness detrimental to children, including tuberculosis, and physically able to work with young children.	Staff member B has an appointment for a physical exam. set up for April 8 th , 2025	4-8-25	
5	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Staff B was missing documentation of having received training on child abuse and neglect laws, identification, and reporting within one week after beginning work at the center.	Staff member B has been sent the C.A.N training "Done" finished the training April 1 st .		4-1-25

Name - Certified Operator / Licensed Center		Telephone Number	Date - Regulation Visit	
Legacy Early Learning Center			715-760-3111	3/21/2025
Address - Facility (Street, City, State, Zip Code)		Correction Plan	Expected Completion Date	Verification Date
207 Packer Dr Roberts WI 540234501				
Rule/Statute Number	Noncompliance Statement			
6	<p>251.05(3)(gr)3.a. Meal Prep Personnel - Training</p> <p>Description: Staff B did not complete and document at least 4 hours of training in kitchen sanitation, food handling or nutrition prior to beginning work as meal preparation personnel as is required by rule.</p>	<p>Staff member B got signed up for safe serve to renew her kitchen & food safety course. She completed her training 3/31/25. I will make sure it is up to date in the future.</p>		3/31/25
7	<p>251.06(4)(d) Exits & Passageways - Unobstructed, Minimum Width</p> <p>Description: Exits and passageways shall have a minimum clear width of 3 feet and be unobstructed by furniture or other objects. The direct exit to the outside from the infant room was obstructed by a glider rocker and a child seat. The direct exit of the room approved to care for children ages 2-2.5 years' marked fire exit was obstructed by the closed accordion wall. The accordion wall must be left open a minimum of 36 inches. In addition, safety gates were installed in the door ways in front of several classroom doors, which obstructs exiting.</p>	<p>We will leave the accordion wall open 36 inches so the fire exit door way is clear.</p> <p>The infant room's furniture was moved away from the exit door. If a child pushes them by the door we will move them immediately.</p> <p>"Done"</p>		4-2-25
8	<p>251.06(9)(g)1.b. Meal Preparation Staff - Clothing, Hair Restraints</p> <p>Description: Rule states meal preparation personnel who help prepare meals shall wear effective hair restraints such as hair nets or hats. The cook preparing food during the licensing visit was not wearing a hair net or hat.</p>	<p>Our cook will wear a hat/hair net when she is preparing food for children.</p>		4-2-25

Name - Certified Operator / Licensed Center		Telephone Number	Date - Regulation Visit		
Legacy Early Learning Center		715-760-3111	3/21/2025		
Address - Facility (Street, City, State, Zip Code)		Correction Plan		Expected Completion Date	Verification Date
207 Packer Dr Roberts WI 540234501					
Rule/Statute Number	Noncompliance Statement				
9	<p>251.07(6)(dm)1. Medical Log Book</p> <p>Description: Contrary to rule the center did not have medical log books that have stitched binding; instead they were using spiral-bound notebook in some of the rooms.</p>	<p>We bought medical log books and will use those instead of the spiral-bound note books "Done"</p>			3-31-25
10	<p>251.09(1)(m) Infant & Toddler - Audio Monitoring</p> <p>Description: Per rule, an audio monitoring device shall be used in any area or room where children under one year of age are placed to sleep. The center has a separate nap room for sleeping infants. According to staff the center has audio monitoring capabilities however they were not using audio monitoring just the visual.</p>	<p>Our teachers now know that the Audio sound has to be on when children are sleeping in a separate room. It will be turned on when children are napping "Done"</p>			3-31-25

NAME - Agency Worker
Wendy Badzinski, April Callihan

Date Issued
3/27/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Mabara Strom

Date Signed
4-2-25