

Date Correction Plan Due 11/3/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 608-422-6765
--	--	---

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

Children's Day Center And Preschool

4000556684 / 001 - 120079

Address - Facility (Street, City, State, Zip Code)
525 Madison Ave Baraboo WI 53913

Telephone Number
608-356-4116

Date - Regulation Visit
10/13/2025

Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a) Staff Record - Maintenance & Availability Description: The files for two volunteers who are being used in the capacity of assistant child care teachers were unavailable during the licensing visit.	<i>Use are going to go through all of our files and organize them and start using a spreadsheet for all files. The two volunteers do not work alone with children</i>	10/17/25	
2	251.05(2)(a)2 Staff Record - Completed Background Check Description: Management staff have been allowing two volunteers to work alone with children in the capacity of assistant child care teachers. The volunteers are missing completed department-approved background checks.	<i>The two volunteers did not work alone with the children.</i>	10/14/25	

Name - Certified Operator / Licensed Center

Children's Day Center And Preschool

Address - Facility (Street, City, State, Zip Code)
525 Madison Ave Baraboo WI 53913

Provider Number / Facility ID Number
4000556684 / 001 - 120079

Telephone Number
608-356-4116

Date - Regulation Visit
10/13/2025

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>3</p> <p>251.05(2)(a)3.a. Staff Record - Physical Examination</p> <p>Description: Two volunteers who have been working with children at the center more than 30 days are missing a physical examination report signed and dated by an approved medical provider stating they are free from communicable diseases and are physically able to work with young children.</p> <p>Repeat violation: Previously cited on 8/25/2025, 11/1/2023</p>	<p>Did not realize that they needed physicals, since they are unlicensed. Will have them get from completed if need be, they are not doing any more hours until they get one if needed</p>	<p>11/5/25</p>	
<p>4</p> <p>251.05(2)(a)6. Staff Record - Days & Hours Worked</p> <p>Description: The center does not maintain a record of the days and hours worked for two volunteers who have been working in the capacity of assistant child care teachers.</p> <p>Repeat violation: Previously cited on 7/2/2024</p>	<p>We have notebooks in each room for anyone who comes in the room (besides teachers who dock in and out)</p>	<p>10/15/25</p>	
<p>5</p> <p>251.05(3)(cm) Child Abuse & Neglect - Biennial Training</p> <p>Description: Two volunteers who have been working alone with children are missing documentation of having completed training in child abuse and neglect during their first week at the center.</p>	<p>The two volunteers have not been working alone with children.</p>	<p>10/14/25</p>	

Name - Certified Operator / Licensed Center

Provider Number / Facility ID Number

Children's Day Center And Preschool

4000566684 / 001 - 120079

Address - Facility (Street, City, State, Zip Code)
525 Madison Ave Baraboo WI 53913

Telephone Number
608-356-4116

Date - Regulation Visit
10/13/2025

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>9 251.055(1)(a) Supervision Of Children</p> <p>Description: On 10/09/25, management staff asked a 14-year-old child to take a three-year-old child alone into the building to the bathroom, without being supervised by a child care teacher. The child's parent discovered the 14-year-old alone with their child coming out of the bathroom when no one else was in the building. Management staff admitted they occasionally allow that 14-year-old and another 14-year-old to take children alone to the bathroom.</p>	<p>The management staff has been written up and knows not to do this again. This was a one time situation (It was a lapse of judgement)</p>	<p>10/15/25</p>	

NAME - Agency Worker
Amy Anderson

Date Issued
10/20/2025

SIGNATURE - Certified Operator of Designee / Licensee or Designee

Date Signed

Amy Anderson

10/30/25

Name - Certified Operator / Licensed Center

Provider Number / Facility ID Number

Children's Day Center And Preschool

4000556684 / 001 - 120079

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

525 Madison Ave Baraboo WI 53913

Telephone Number

608-356-4116

Date - Regulation Visit

10/13/2025

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
6 251.05(3)(g)1. Assistant Child Care Teacher - Supervision Description: Two under-age volunteers are being used as assistant child care teachers; management staff have been allowing them to work with children alone, without being supervised by a child care teacher.	The two volunteers have not been working alone with children	10/14/25	
7 251.05(3)(g)2. Assistant Child Care Teacher - Qualifications Description: Two under-age volunteers who have been working alone with children in the capacity of assistant child care teachers do not meet assistant teacher qualifications in the following respects: the individuals are both under age 18, and they are not eligible to complete the Wisconsin Department of Public Instruction assistant child care teacher training program because they are also under age 17.	The two volunteers have not been working alone with the children	10/14/25	
8 251.05(3)(d)1. Volunteers, Student Teachers - Orientation Description: Two volunteers who have been working alone with children are missing documentation of having completed a volunteer orientation during their first week at the center.	The two volunteers have not been working alone with the children. We will organize files to find it.	10/17/25	