

Date Correction Plan Due 4/2/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 608-422-6765
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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.

Name - Certified Operator / Licensed Center Our Redeemer Lutheran Child Care	Provider Number / Facility ID Number 5000557095 / 001 - 225230
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Address - Facility (Street, City, State, Zip Code) 416 W Geneva St Delavan WI 53115	Telephone Number 262-728-5602	Date - Regulation Visit 9/26/2025
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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(3)(i) Report - Unknown Whereabouts Or Left Premise Description: The center did not report to licensing an incident that resulted in center staff not knowing the whereabouts of a child within 24 hours after the occurrence, as required.	Reviewed reporting requirements directly from our DCF licensor.	03/25/2026	

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2	251.055(1)(f) Child Tracking Procedure Description: The center did not implement and adhere to a procedure to ensure that the number, names and whereabouts of children in care were known to assigned child care workers at all times, as required, when a 4-year-old child was released to the wrong 4k program after teachers did not notice that the child stood in the wrong line and got on a bus that then left the property. Staff did not know the whereabouts of the child for less than 5 minutes. The child was away from the property for less than 10 minutes before the bus brought the child back.	Director implemented a new child tracking system for the children who board buses and the children who walk to school. The tracking system involves check sheets for each day of the week and are categorized by each bus and walking. Director also hosted a training refresher for staff	09/18/2025

NAME - Agency Worker
Cierrena Schoville

Date Issued
3/19/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

03-25-2026