

<b>Date Correction Plan Due</b> 2/13/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 920-785-7811
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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.

<b>Name - Certified Operator / Licensed Center</b> Advocap Head Start - North Fond Du Lac		<b>Provider Number / Facility ID Number</b> 2000577932 / 003 - 1005659		
<b>Address - Facility (Street, City, State, Zip Code)</b> 923 Minnesota Ave N Fond Du Lac WI 54937		<b>Telephone Number</b> 920-517-3629	<b>Date - Regulation Visit</b> 1/3/2024	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	<b>251.07(2)(b)</b> <b>Policy - Child Guidance</b>  Description: Based upon investigation, a childcare worker failed to adhere to the center's policy on child guidance on several occasions in December 2023 when they yelled repeatedly at a child in a sharp, loud tone instead of guiding the child in a positive manner with a calming voice.	Childcare worker completed seven hours of training in Conscious Discipline on January 9, 2024.  The Education Support coach assigned to the childcare worker has spent one day per week doing focused observation on classroom management techniques. Coach models appropriate child guidance and gives technical assistance to assist childcare worker in modifying their own child guidance practices.  Childcare worker signed up for a 2-day in person Conscious Discipline training occurring on March 15 and 16, 2024.  Program management met with childcare worker on February 6, 2024, and retrained them on ADVOCAP child guidance policy. Staff person signed off that they understood and will abide by the policy in place while in ADVOCAP classrooms. Program management will monitor compliance of childcare worker by randomized unscheduled classroom visits.	01/09/2024  01/08/2024 & ongoing  03/16/2024  02/06/2024	
2	<b>251.07(2)(e)</b> <b>Child Guidance - Prohibited Actions</b>  Description: Based upon investigation, on December 21, 2023, a childcare worker used their hands to firmly push a child by the shoulders onto the nap mat, while yelling in the child's face.	Program management met with childcare worker on February 6, 2024, and retrained them on ADVOCAP child guidance policy. Staff person signed off that they understood and will abide by the policy in place while in ADVOCAP classrooms. Program management will monitor compliance of childcare worker by randomized unscheduled classroom visits.  Program management did a performance coaching form with childcare worker informing them about the violation of	02/06/2024	

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923 Minnesota Ave N Fond Du Lac WI 54937

920-517-3629

1/3/2024

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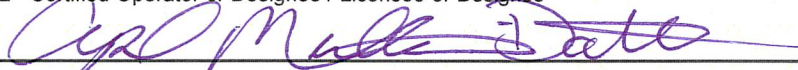
the child guidance procedure and DCF regulations and that another incident of this nature could be grounds for termination.

NAME - Agency Worker  
Jamie Brandt

Date Issued  
1/29/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed



2-6-24