

Date Correction Plan Due 12/18/2025	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		Provider Number / Facility ID Number	
Hackett's First Step Nursery School		9000580139 / 001 - 1009650	
Address - Facility (Street, City, State, Zip Code) 1600 E Milwaukee St Janesville WI 53545		Telephone Number 608-752-7355	Date - Regulation Visit 10/30/2025
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	251.04(6)(b) Current, Accurate Daily Attendance Record Description: On the day of the site visit, children had not been signed in in the attendance book for the day.	Upon arriving at school, student attendance will be taken and recorded promptly into the attendance books.	Immediately

NAME - Agency Worker
Jenny Sweeney

Date Issued
12/4/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Cindy Hackett

Date Signed

12/10/25