

Date Correction Plan Due 3/20/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 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.

Name - Certified Operator / Licensed Center Kindercare Learning Ctr - Appleton		Provider Number / Facility ID Number 0000580590 / 018 - 1010032		
Address - Facility (Street, City, State, Zip Code) 332 N Metro Dr Appleton WI 549138571		Telephone Number 920-739-6963	Date - Regulation Visit 2/10/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.055(1)(a) Supervision Of Children Description: On February 4, 2026, a child care worker failed to supervise a child within sight and sound when a 4-year-old child was left alone in the classroom for 20-60 seconds while the rest of the children and teachers transitioned to another room. The child was found by the parent and a staff person cleaning the room unbeknownst to them. Repeat violation: Previously cited on 8/19/2025, 6/14/2024	The team member that transitioned the students into our closing classroom was retrained on accurately capturing the transition times and processes when moving students outside of their assigned classroom on 2/9/26. This process was also reviewed with the entire team during our staff meeting on 2/10/26.	2/10/2026	

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2	251.055(1)(f) Child Tracking Procedure Description: On February 4, 2026, the center failed to implement their name to face tracking and proper sign in and out of children was not followed resulting in a 4-year-old child being left in a classroom sleeping while the rest of the class transitioned to another room. There was a child signed out of the Child Supervision Record to home at 4:31pm and was actually picked up at 6:00pm. There was also a child that was not signed back in on the application and was at the center, both errors contributed to the tracking error.	The team member that signed a child out incorrectly on the Child Supervision Record and failed to complete the name to face procedure was retrained on the correct process of capturing student attendance, including the name to face tracking protocol on 2/9/26. This process was also reviewed with the entire team during our staff meeting on 2/10/26.	2/10/2026	

NAME - Agency Worker
Jessica Farah, Dao Xiong

Date Issued
3/6/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Ambrose Runge

3/6/2026