Date Correction Plan Due 10/16/2026	**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**	**TO FILE A COMPLAINT CALL** 920-785-7811

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**	
Kindercare Learning Ctr - Neenah		0000580590 / 011 - 1010060	
Address - Facility (Street, City, State, Zip Code) 776 Birch St Neenah WI 54956		**Telephone Number** 920-722-1110	**Date - Regulation Visit** 9/22/2026

	Rule/Statute Number Noncompliance Statement	**Correction Plan**	**Expected Completion Date**	**Verification Date**
1	251.05(2)(a)6. **Staff Record - Days & Hours Worked** Description: Based on record review on 9/22/26, one child care staff failed to be signed in the Preschool room.	All staff were retrained on proper sign in and sign out procedures. A daily alarm has been set as a reminder to check CSRs and ensure all staff are accurately signing in and out of their assigned classrooms.	10/12/26	
2	251.055(1)(b) **Supervision - Teacher Per Group Of Children** Description: Based on interviews during a self-report visit on 9/22/26, child care staff reported they have been left in sole supervision of children between the hours of 9:00 AM to 3:00 PM the summer of 2026 and are not lead teacher qualified. Repeat violation: Previously cited on 4/3/2026	The staff member is currently enrolled in the required coursework and is expected to complete it by 11/16/2026.	11/16/26	

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3	251.09(1)(c) **Infant & Toddler - Documenting Changes In Development** Description: Based on record review on 9/22/26, child 2, 3, 4, 5 and 6 failed to have updated changes in development every three months. Repeat violation: Previously cited on 4/3/2026	Forms are currently being updated. A recurring reminder has been added to the Outlook calendar to ensure all infant and toddler developmental updates are completed every 90 days going forward.	10/19/26
4	251.09(1)(e) **Infant & Toddler - Provider Training** Description: Based on record review and observation on 9/22/26, staff C did not have educational requirement of infant and toddler while working in the toddler C room. Staff C started in March 2025. Repeat violation: Previously cited on 4/3/2026	The staff member is currently enrolled in the training and is expected to complete it by 10/19/26.	10/19/26
5	251.09(4)(a)3. **Infant & Toddler - Diaper Changing Surface Disinfection** Description: Based on observation on 9/22/26, a child care worker in the toddler C room did not clean the surface properly with the soap and water and a disinfectant solution after each use. Repeat violation: Previously cited on 4/3/2026	All staff were retrained on 10/12/2026 on proper diaper-changing and disinfecting procedures.	10/12/26

NAME - Agency Worker
Dao Xiong

Date Issued
10/2/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
10/13/26