

**INSTRUCTIONS FOR COMPLETING THE CORRECTION PLAN SECTION OF THE
NONCOMPLIANCE STATEMENT AND CORRECTION PLAN (DCF-F-CFS294)**

I have attached the Noncompliance Statement and Correction Plan (DCF-F-CFS294) dated September 24, 2025 . Please complete this form as follows:

1. In the column titled "Correction Plan," indicate how you intend to correct each noncompliance listed on the form and outline the steps you will take to prevent future violation of the same rule. If you need more space than is provided on the form, attach additional pages and identify the item number to which the correction plan is related. Because completed and approved correction plans will be scanned and linked to the Regulated Child Care and YoungStar Public Search internet site, which shows each provider's violations, please note the following when writing your correction plan:
 - Do not include confidential information, including the names of children and staff.
 - Write in concise, plain English.
 - Be specific when describing what you have done or intend to do to correct each violation. Non-specific statements such as "It will be fixed", "Done", "Will do", "Don't agree" or "This won't happen again" do not provide the reader with any understanding of how the violation has been corrected or how you plan to prevent the violation from occurring again.
 - Be objective, factual and descriptive. The plan should not include derogatory comments, profanity or subjective observations, such as "The licensing specialist doesn't like me."
2. For each noncompliance, enter the date (month, day, year) by which you expect the correction plan to be completed.
3. Sign and date the form. Retain a copy for your records.
4. **Return the completed and signed form to the department by the due date that appears at the top left of the form via:**
 - **Email:** Katrina.Tarantino1@wisconsin.gov or
 - **Fax:** (262) 446-7991 or
 - **Mail:** DEPARTMENT OF CHILDREN AND FAMILIES
BUREAU OF EARLY CARE REGULATION
SOUTHEASTERN REGION
635 N 26th ST

MILWAUKEE, WI 53233

If the correction plan and the completion dates are acceptable, the form will be linked to the Regulated Child Care and YoungStar Public Search internet site. If the correction plan or the expected completion dates are not acceptable, you will be contacted in writing or by telephone.

You are required to post a copy of the Noncompliance Statement and Correction Plan (DCF-F-CFS294) in a conspicuous area near the license so that it is visible to parents. This copy must remain posted until all noncompliances have been verified as corrected and the next DCF-F-CFS294 or DCF-F-CFS785 (Compliance Statement) has been issued. Note: If applicable, do not post the Staff and Child Identification Key. The information on the key is confidential and is meant for your reference only.

Please take a few minutes to complete the Department of Children and Families (DCF) customer satisfaction survey so that you can tell us about your experience. The responses we receive to the survey will be compiled and reviewed by DCF staff to help us improve our services to child care providers. The survey takes approximately 5 minutes to complete. It is voluntary and anonymous, and there is no penalty for not responding. DCF staff will not be able to tell whether or not you responded to the survey or know what responses you submitted. Please follow this link to provide your feedback: <https://www.surveymonkey.com/r/LicenseFeedback>. Or, if you don't have internet access, contact your licensing office and request a paper version of the survey and a prepaid reply envelope .

Contact me if you have any questions.

Date Correction Plan Due 10/8/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
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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 Cadence Academy Of West Allis		Provider Number / Facility ID Number 4000589094 / 006 - 2005010		
Address - Facility (Street, City, State, Zip Code) 2360 S 106Th St West Allis WI 532272001		Telephone Number 414-545-0100	Date - Regulation Visit 9/8/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(4)(a)2.c. Parent Notification - Injury, Consumption Of Allergen, Incorrect Medication Description: A child experienced a head injury and the parents were not notified until after the child had gone home for the day.	The parents of the child who encountered a bump to their lip did not acknowledge notification attempts until after they had picked up the child for the day. Moving Forward an email message citing the phone attempts will be sent in addition to the injury report that was also emailed to the parent prior to the child's departure for the day.	9/9/2025	
2	251.05(2)(a)6. Staff Record - Days & Hours Worked Description: There were three teachers signed in the Infant room, but only two teachers were present.	Staff have been reminded of the requirement to sign out of classrooms as they are exiting the classroom.	9/24/2025	

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3	<p>251.06(2)(a) Potential Source Of Harm On Premises</p> <p>Description: There were loose plastic bags within reach of children in the Orange room.</p> <p>There was a cord from a radio hanging in the School-Age room.</p> <p>Repeat violation: Previously cited on 6/3/2024</p>	<p>The loose plastic bags, cord were moved out of reach of when it was noted to be the licensior on 9/8/2025.</p> <p>Staff and administration will continue to monitor child care space for hazards.</p>	9/8/2025	
4	<p>251.06(2)(i) Deteriorating Paint</p> <p>Description: There was flaking paint on the wall in the Infant room.</p> <p>There was flaking paint on the wall and vent in the Orange room.</p>	<p>Touch up paint was applied to noted areas.</p>	9/8/2025	
5	<p>251.06(2)(n) Garbage Containers - Construction & Disposal Schedule</p> <p>Description: The garbage container in the outdoor play space was full of garbage and did not have a tight-fitting lid.</p> <p>Repeat violation: Previously cited on 4/8/2025</p>	<p>The lid that was ajar on the trash can was repositioned to be fully closed, and tissue that was not entirely inside the lid, was placed fully inside the trash can with the lid closed. Trash cans will be monitored to ensure lids remain tight fitting so trash remains entirely on the inside.</p>	9/8/2025	

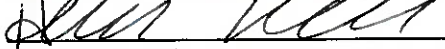
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6	251.06(9)(a)5. Kitchen - Single-Service Utensils Description: Single-service utensils were observed in an uncovered bin in the School-Age room.	A lid was place on the bin. Utensil containers will be monitored to ensure lids are replaced when not in use	9/8/2025	
7	251.06(9)(d)1.b Food Storage - Refrigeration Units Description: The refrigerator in the Infant room read at 50 degrees Fahrenheit.	The thermometer was moved from the door to the back of the fridge where the temperature was measured at 30 degrees. Staff have been reminded to keep thermometers toward the back of fridges and not the door, so accurate temperature readings are available at all times	9/8/2025	
8	251.07(6)(dm)2. Medical Log - Pages & Entries Description: Medical log books were observed to have skipped lines. Repeat violation: Previously cited on 4/8/2025	Skipped lines were crossed out. Staff have been reminded of the importance of leaving no spaces in the classroom log books	9/8/2025	
9	251.07(6)(i)2. Adult Handwashing Description: A teacher did not wash their hands after wiping a child's nose with a tissue.	Staff have been reminded of the required times they must engage in handwashing, to include after wiping a child's nose.	9/8/2025	

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NAME - Agency Worker
Katrina Tarantino, Kristin Lange

Date Issued
9/24/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed
10/9/2025