Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
10/12/2026		262-446-7800

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
Cadence Academy Of Silver Spring	4000589094 / 007 - 2005011

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
N56w16325 Silver Spring Dr Menomonee Fls WI 530515619	262-252-9200	9/16/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.055(1)(a) **Supervision Of Children** Description: On 8/31/26, sight and sound supervision was not maintained when a child (age 1) was left alone in the outdoor play space. The child was estimated to have been alone for 1.30 minutes. Repeat violation: Previously cited on 6/4/2025	Involved staff were retrained on proper transition procedures, including conducting name to face checks both before leaving the playground and upon arrival to the classroom.	9/11/26	
2	251.055(1)(f) **Child Tracking Procedure** Description: On 8/31/26, a child (age 1) was left alone in the outdoor play space for approximately 1.30 minutes, when the rest of the class went inside. Staff did not properly follow the child tracking procedure to ensure the whereabouts of all children in care. Repeat violation: Previously cited on 1/29/2025	Involved staff were retrained on proper transition procedures, including conducting name to face checks both before leaving the playground and upon arrival to the classroom.	9/11/26	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date

NAME - Agency Worker
Kristin Lange

Date Issued
9/25/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Melissa Metarelli

Date Signed
10/9/26