

Date Correction Plan Due	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.

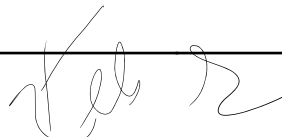
Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number		
Little Woodland Preschool		1000590001 / 002 - 2006739		
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit	
809 N Main St Lake Mills WI 535511118		920-945-0520	1/17/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>251.055(1)(a) Supervision Of Children</p> <p>Description: Each child was not be supervised by a child care worker who is within the sight and sound of the children to guide the children's behavior and activities, prevent harm, and ensure safety, when a 2-year-old child was left unsupervised in a classroom for approximately 1-2 minutes and was found by another staff member during outdoor time.</p> <p>This incident was self reported by the center.</p>	<p>The staff in question was put on probation immediately and required to be with a second teacher at all times.</p> <p>LWP has implemented speaking the names of children out loud and those who can answer saying "here" or "yes" when leaving the classroom and then when getting to the next destination as well as before lunch to allow for double check in our child tracking procedure.</p> <p>In younger classrooms, teachers will say their name out loud still but then look to see their face towards the front. Especially in the winter when everyone is wearing similar hats, etc.</p>	1-22-2024	

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2	251.06(3)(b)4. Emergencies - Record Of Fire / Tornado Drills Description: The center was unable to provide documentation of dates and times fire drills were practiced for the month of November and December 2023.	A new record of fire drills and tornado drills has been posted on the front parent board for it not to get lost. Calendar alerts have been put into our calendars to ensure it is done monthly.	1-22-2024

NAME - Agency Worker
Michelle Garcia

Date Issued

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed
1-24-2024