

Date Correction Plan Due 4/25/2024	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 Little Woodland Preschool Lake Mills Campus		Provider Number / Facility ID Number 1000590001 / 001 - 2004986		
Address - Facility (Street, City, State, Zip Code) 807 N Main St Lake Mills WI 535511118		Telephone Number 920-945-0520	Date - Regulation Visit 4/9/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(3)(g)2. Assistant Child Care Teacher - Qualifications Description: Staff C did not have a completed assistant childcare teacher certificate prior to being hired and working with children.	Staff will have completed assistant childcare teacher certificate by 5/20/24. Staffs initial book has expired as of recent, a new book has been ordered and will be completed in full by 5/20/24.	5/20/24	
2	251.07(1)(a) Written Program Of Activities Description: The center did not have written program of daily activities posted that are suitable for the developmental level of each child and group of children.	The daily class schedules have all been posted on the bulletin boards outside each class.	04/12/2024	

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3	251.09(2)(k) Infant & Toddler - Adult-Size Chairs Description: A second adult size chair was not provided to each child care worker in the infant classroom.	A second adult size chair is now in the infant classroom.	04/12/2024

NAME - Agency Worker
Michelle Garcia

Date Issued
4/11/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Olivia Root, Director

Date Signed
4/12/2024