DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
7/29/2026		608-422-6765

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
Leap Academy School Age	1000591581 / 002 - 2009445

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
266 Corporate Dr Madison WI 537142406	608-204-5327	7/13/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.07(2)(e) **Child Guidance - Prohibited Actions** Description: Based on staff interviews, a staff member engaged in prohibited actions when they used physical methods to move a child off or away from them, such as elbowing or pushing the child. This was done when the child did not listen to the teacher asking them to get out of the teacher's personal space. This incident was self reported by the center.	Staff member is no longer employed by the center. Teachers were reminded of our positive child guidance policies and redirection policy.	7/10/2026	

NAME - Agency Worker
Casey Allison

Date Issued
7/15/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
7/10/2026