

<b>Date Correction Plan Due</b> 1/24/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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.

<b>Name - Certified Operator / Licensed Center</b> Big Apple Early Learning Academy		<b>Provider Number / Facility ID Number</b> 7000589627 / 001 - 2004219		
<b>Address - Facility (Street, City, State, Zip Code)</b> 200 Keenan Ct Verona WI 535939720		<b>Telephone Number</b> 608-535-9198	<b>Date - Regulation Visit</b> 10/23/2024	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	<p>251.07(1)(h) <b>Program Reflects Policies</b></p> <p>Description: The center's program was not implemented as reflected in their written policies when at least one set of parents was told they had to provide a sleeping bag for their one-year-old child, even though the center's written policy stated parents could choose to provide a mat and blanket or sleeping bag for their child over age one.</p>	<p>The center will cont. to let parents/families to choose their preferred nap item per the policy/center handbook</p>	1/17/25	
2	<p>251.09(1)(c) <b>Infant &amp; Toddler - Documenting Changes In Development</b></p> <p>Description: Child care workers did not document changes in a child's development and routines every three months for Child 1 when there were no updates since December 2023.</p>	<p>Staff members have been reminded to document changes every 3 months for children who need updates</p>	2/5/25	

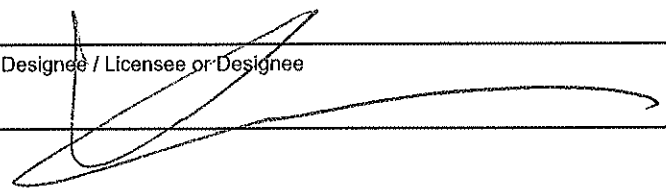
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3	251.09(1)(e) <b>Infant &amp; Toddler - Provider Training</b>  Description: Staff A, who had been working as a teacher in the infant room for over six months as of the date of the licensing visit, was missing documentation of having completed ten hours of training in infant and toddler care as of the licensing visit date.	Staff A has completed the required inf./Tocl Training and documentation is attached.	11/15/25	
4	251.09(1)(k) <b>Infant &amp; Toddler - Bedding</b>  Description: During the licensing visit, three one-year-old children were sleeping in thick sleeping bags that covered the children's entire bodies - including their heads. Staff admitted that on 9/23/24, a one-year-old child had turned themselves around inside their sleeping so that their head was at the bottom of the sleeping bag, and the child was struggling.	All staff have been reminded to monitor all children during nap and uncover heads/faces if necessary.	11/6/24	
5	251.09(2)(a) <b>Infant &amp; Toddler - Responding To Crying Children</b>  Description: During the licensing visit, staff in the one-year-old room admitted they let children who are covered inside their sleeping bags cry for up to two minutes before they respond to the children. On 9/23/24, a one-year-old child who had turned themselves upside down inside their sleeping bag cried while struggling before staff responded and removed the child from the sleeping bag.	All staff have been reminded to respond to crying children immediately.	11/6/24	

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<b>Noncompliance Statement</b>			

**NAME - Agency Worker**  
Amy Anderson

**Date Issued**  
1/10/2025

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**



**Date Signed** 2/5/25