

**Notice of Findings**

**Notice To:** Kathy Jenkins - Director  
**Facility Name:** Adventure Kids Daycare  
**Owner:** Playroom Learning Center, LLC  
**Site Address:** 107736 HWY 89 Rm# 12  
**City/State/Zip:** Etna, WY 83118

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 09/22/2022, and investigated by Kelli Dunne

A statement of childcare allegation, CPL-49712, was provided on 09/22/2022.

The finding is listed below for each individual alleged violation of the Wyoming Child Care Licensing Rules:

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1. Finding: Compliant

Regulation: Chapter 7. Child Care Center

Section 3. Director/Assistant Director/ Staff Requirements.

(b) An assistant director does not need to meet the requirements of the director but shall have the following:

(v) Meet all training requirements as outlined in Chapter 4.

Explanation of Findings: It was found by Licenser during visit on 9.22.22 that there is not a qualified Director or Assistant Director on site.

Corrective Action Plan Due Date:

Corrective Action Plan Achieved Date:

Compliance Due Date:

Compliance Achieved Date:

2. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements

Section 9. Training.

(b) Within three (3) months of a person's start date and prior to assuming responsibility for unsupervised direct care of children, all staff shall receive the approved pre-service training, facility staff orientation training and Wyoming Early Learning Standards (Early Learning Guidelines and Early Learning Foundations) training (8 credits).

Explanation of Findings: It was found by Licenser during visit on 9.22.22 that (1) staff person is working unsupervised without the training that is required before assuming responsibility for unsupervised direct care of children.

Action Required: The practice of allowing staff who have not completed required training to work unsupervised with children, needs to stop immediately. A corrective action plan needs to be completed by the Director detailing how she will ensure that before staff work unsupervised will have completed all training required by child care licensing rules.

Corrective Action Plan Due Date: 10/07/2022

Corrective Action Plan Achieved Date:

Compliance Due Date: 09/22/2022

Compliance Achieved Date:

**The Department requests your cooperation in ensuring compliance is met. In the absence of cooperation, the Department may take whatever steps are necessary to ensure the safety of children.**

**The Department's information may be shared with authorized individuals or agencies, which include, but are not limited to, the Attorney General, County Attorney, and law enforcement.**

If you disagree with the Department's finding of a non-compliance violation, you may request an Administrative hearing within (10) days of your receipt of this letter (W.S. 14-4-108). Administrative hearing procedures are included in the Wyoming Department of Family Services Contested Case Hearing Rules, Chapter 2, Substitute Care and Child Care Licensing and based on the above statute. If you need a copy of the Rules, or assistance in requesting an Administrative hearing, you may contact the Department of Family Services Field Office in the county where you live.

Licenser: Kelli Dunne  
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Phone: 307-249-5848  
Email: kelli.dunne@wyo.gov

Licenser Supervisor: Michelle Tucker  
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City/State/Zip: Cheyenne WY 82001  
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Signature:

A handwritten signature in black ink, appearing to read 'K. Dunne', with a stylized, cursive script.

Kelli Dunne

Date: 09/23/2022

CC:

Playroom Learning Center, LLC - Owner  
adventurekdc@gmail.com