

**Notice of Findings**

**Notice To:** Jeff Tatay - Director  
**Facility Name:** Laramie Educational Afterschool Facility  
**Owner:**  
**Site Address:** 715 Shields  
**City/State/Zip:** Laramie, WY 82070

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 08/25/2023, and investigated by Danielle Farino.

A statement of childcare allegation, CPL-5529, was provided on 09/01/2023.

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

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1. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements  
Section 5. Policies and Procedures.

(a) The organization shall develop, adopt, follow and maintain policies and procedures to keep children safe and healthy. Parents shall be given a copy of written program policies, initially and when there are changes to the policy. Program policy shall include the following:

(xiii) Expulsion and suspension policy to promote the social emotional and behavioral health of children and limit the use of expulsion, suspension and other exclusionary practices. The policy shall include:

(B) Before a program determines whether an expulsion or suspension is appropriate, the program shall collaborate with the parents and engage available community resources to address challenging behaviors;

Allegation: It has been reported that on August 24, 2023, a child in care was expelled from the program without collaborating with parent/guardian and/or engaging the available resources to address the challenging behaviors.

Explanation of Findings: While it is acknowledged that the facility and facility staff had made several attempts to collaborate with parents to address behavioral concerns of the child of concern, it has been found that they failed to engage the available community resources prior to expelling a child on August 24, 2023.

Action Required: Submit a corrective action plan detailing how you will ensure that all steps outlined by the DFS licensing rules are followed before expulsion, including engaging available community resources.

Corrective Action Plan Due Date: 09/29/2023

Corrective Action Plan Achieved Date:

Compliance Due Date: 09/29/2023

Compliance Achieved Date:

## 2. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements

Section 5. Policies and Procedures.

(a) The organization shall develop, adopt, follow and maintain policies and procedures to keep children safe and healthy. Parents shall be given a copy of written program policies, initially and when there are changes to the policy. Program policy shall include the following:

Allegation: It has been reported that on August 25, 2023, the director of the facility is using and provided a non-compliant "discipline and guidance" policy to a parent and Child Care Licensing, which states children can be expelled after 2 incidents of violent behavior.

Explanation of Findings: It has been found that on or around August 25, 2023 the facility was using a "discipline and guidance" policy which states that children can be expelled after 2 incidents of violent behavior. This policy was not submitted to or approved by licensing and is not compliant with the DFS Licensing rules on Suspension and Expulsion.

Action Required: Remove the non-compliant portion of the discipline and guidance plan, and submit a new plan that is compliant for use. Submit a Corrective Action Plan detailing how you will ensure that you are using a compliant discipline and guidance plan moving forward.

Corrective Action Plan Due Date: 09/29/2023

Corrective Action Plan Achieved Date:

Compliance Due Date: 09/29/2023

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.**

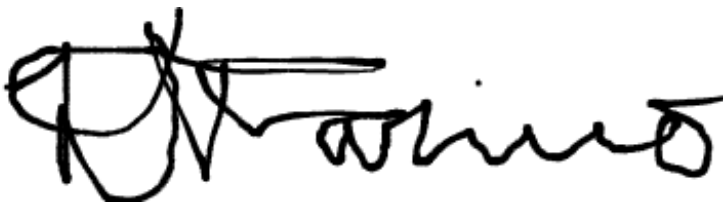
**The Department's information may be shared with the authorized individuals or agencies, which include, but are not limited to, the Attorney General, County Attorney, and law enforcement.**

If you disagree with the Department's finding of non-compliance for a 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 Department of Family Services' **Wyoming Child Care Licensing Rules, Chapter 3, Section 5: Contested Case Hearing Rules**, and based upon the above statute. If you have questions, or need a copy of the Rules, you may contact the Department of Family Services Field office in the county where you live.

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Phone: 307-777-5151  
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Signature:

A handwritten signature in black ink, appearing to read 'Danielle Farino', written over a horizontal line.

Danielle Farino

Date: 09/18/2023

CC:

Emory Spiegelberg - Board President  
espieg@wyo2u.com