

**Notice of Findings**

**Notice To:** Amy Graham - Director

**Facility Name:** Kids Works East

**Owner:** Cherilyn Corbett

**Site Address:** 349 N.Walsh Dr.

**City/State/Zip:** Casper, WY 82609

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 11/21/2024, and investigated by Madison Johnson.

A statement of childcare allegation, CPL-5813, was provided on 11/26/2024.

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 4. General Requirements  
Section 11. Reports.

(a) All child care facilities shall report any injury, illness or incident which occurs at the facility and results in medical treatment, hospitalization or death to the parents of the child(ren) immediately and to the child care licensor within 24 hours. A written report shall be sent to the child care licensor within three (3) days of the incident. The death of any child in care, regardless of cause, shall be reported to licensing immediately.

Allegation: It has been reported that on or about 10/15/24 a child sustained a broken leg as a result of an injury that occurred while in care that was not reported to Child Care Licensing within 24 hrs and an injury report form was not submitted within the required 3 days.

Explanation of Findings: There is not enough evidence to support a finding of non-compliance.

Corrective Action Plan Due Date: 01/07/2025

Corrective Action Plan Achieved Date:

Compliance Due Date:

Compliance Achieved Date:

2. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements  
Section 6. Discipline and Guidance.

- (d) The following behavior shall be prohibited in all child care settings:
- (vi) Any form of confining a child's movement or restraining a child as a means of punishment; and

Allegation: It has been reported on or about 11/15/24, a staff member of the facility restrained a child.

Explanation of Findings: Through interviews and evidence obtained over the course of this investigation, it has been found that on 11/15/24, staff member SA used their body to confine a child's movement. While de-escalation and breathing exercises are a part of the facility's approved guidance and discipline policy, restraint of any kind is a violation of the Child Care Licensing rules.

Action Required: Please discontinue the use of holding children in any way that restricts movement. Additionally, director and all staff members shall complete a minimum of 2 hours of training in the area of guidance and discipline and enlisting additional support when staff become frustrated or overwhelmed with children's behavior. This training must be pre-approved by STARS and will count towards the facility's 2024-2026 biennium training. Once training has been completed, please review facility's policies and procedure with all staff and submit a corrective action plan detailing how the owner and director will ensure staff are aware of facility's guidance and discipline policies and will only use approved methods of guidance and discipline with children, as well as knowing ways to request assistance when feeling overwhelmed.

Corrective Action Plan Due Date: 01/09/2025

Corrective Action Plan Achieved Date:

Compliance Due Date: 01/09/2025

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.

Licenser: Madison Johnson  
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City/State/Zip: Casper WY 82601  
Phone: 307-473-3985  
Email: Madison.Johnson@wyo.gov

Licenser Supervisor: Stoney Busch  
Address: 444 W. Collins Ste. #2100  
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Phone: 307-473-3933  
Email: Stoney.Busch@wyo.gov

Signature:



Madison Johnson

Date: 12/19/2024

CC:

Cherilyn Corbett - Owner  
cheri@bresnan.net