

Notice of Findings

Notice To: Sabra J Nation - Director
Facility Name: Key Explorers Preschool and Early Childhood Center
Owner:
Site Address: 3425 Del Range Blvd.
City/State/Zip: Cheyenne, WY 82001

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 05/01/2025, and investigated by Danielle Farino.

A statement of childcare allegation, CPL-5919, was provided on 05/05/2025.

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

1. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements
Section 2. Capacity/Supervision Requirements.

(b) Staff:child ratios and supervision requirements as described in this chapter shall be maintained at all times.

Allegation: It has been reported that on or around 4/24/2025, the infant room was out of compliance with staff:child ratios.

Explanation of Findings: Through interviews and evidence collected, it has been found that on 3 days of the week of 4/21/2025, between 7:30 and 8:15 AM, there were 5 or 6 infants with 1 staff member until the other staff member showed up at their scheduled time. There are no rules that allow for 5:1 or 6:1 infants to staff members in the child:staff ratios.

Action Required: Immediately discontinue the practice of allowing infants to be dropped off when the classroom is out of compliance. The facility shall submit a corrective action plan outlining how they will ensure that the infant room is always in ratio, including how they will ensure that infants are not dropped off in a room when the room is already at ratio and how they will schedule staff to ensure adequate coverage for children accepted into care at all times.

Corrective Action Plan Due Date: 05/29/2025

Corrective Action Plan Achieved Date:

Compliance Due Date: 05/29/2025

Compliance Achieved Date:

2. Finding: Compliant

Regulation: Chapter 4. General Requirements
Section 2. Capacity/Supervision Requirements.

(b) Staff:child ratios and supervision requirements as described in this chapter shall be maintained at all times.

Allegation: It has been reported that on one or more occasion in the last 30 days, the facility has been consistently out of compliance with staff:child ratios in the PreK room.

Explanation of Findings: There is not enough evidence to support a finding of noncompliance.

Corrective Action Plan Due Date:

Corrective Action Plan Achieved Date:

Compliance Due Date:

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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Signature:



Date: 05/15/2025

Danielle Farino

CC:

Shannon Kastriotis - Board Representative
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