STATE OF WYOMING **CCL-305**
Department of Family Services

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 05/29/2026, and investigated by Ariel Schmitzer.

A statement of childcare allegation, CPL-6128, was provided on 06/10/2026.

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 11. HEALTH AND SAFETY REQUIREMENTS FOR ALL FACILITY TYPES
   Section 2. Capacity, Ratios and Supervision.
   (c) Supervision: Supervision:
   (i) In Family Child Care Centers not in the Director’s home and Child Care Centers, staff shall directly supervise children at all times. In Family Child Care Centers not in the Director’s home and Child Care Centers, staff shall directly supervise children at all times.

   Allegation: It has been reported by childcare licensing during review of available video footage that on 5/18/26 a staff member in the infant classroom left the classroom leaving multiple infants unsupervised.

   Explanation of Findings: It was found during the review of evidence gathered that there is not enough evidence for a finding of non compliance.

   Corrective Action Plan Due Date:
   Corrective Action Plan Achieved Date:
   Compliance Due Date:
   Compliance Achieved Date:

2. Finding: Non-Compliant

   Regulation: Chapter 11. HEALTH AND SAFETY REQUIREMENTS FOR ALL FACILITY TYPES

Section 3. Qualifications and Responsibilities.
(a) All facility owners, directors and/or Board of Directors shall: All facility owners, directors and/or Board of Directors shall:
(ii) Be responsible for the operation of the program and the actions of all staff, substitutes, volunteers, and household members and ensure that: Be responsible for the operation of the program and the actions of all staff, substitutes, volunteers, and household members and ensure that:
(A) Except for in the case of an emergency, staff shall refrain from the unnecessary personal use of electronic devices including, but not limited to, cell phones and portable electronic devices in a manner that negatively impacts or distracts from the direct supervision of children. Except for in the case of an emergency, staff shall refrain from the unnecessary personal use of electronic devices including, but not limited to, cell phones and portable electronic devices in a manner that negatively impacts or distracts from the direct supervision of children.

Allegation: It has been reported by licensing after review of available video footage of May 18th 2026, and May21st 2026, that staff providing direct care for children were excessively utilizing their cell phones and not attending to the needs of the children.

Explanation of Findings: It has been found through evidence gathered that staff in the facility were using cell-phones excessively on at least 2 different occasions and were not properly supervising children in care.

Action Required: Staff member viewed using excessive phone usage was terminated. Please submit a corrective action plan detailing how you will ensure staff are only on their cellphones during appropriate times of the day and for necessary tasks.

Corrective Action Plan Due Date:
Corrective Action Plan Achieved Date:
Compliance Due Date:
Compliance Achieved Date:

3. Finding: Non-Compliant

Regulation: Chapter 11. HEALTH AND SAFETY REQUIREMENTS FOR ALL FACILITY TYPES
Section 20. Discipline, Guidance and Interactions with Children.
(c) Prohibited Behaviors Prohibited Behaviors
(ii) The following behaviors shall be prohibited in all child care settings regardless of whether there is parental permission or a parent administers the discipline or exhibits the behavior: The following behaviors shall be prohibited in all child care settings regardless of whether there is parental permission or a parent administers the discipline or exhibits the behavior:
(B) Any action that produces or could produce physical pain or discomfort, including but not limited to hitting, spanking, beating, shaking, pinching, pushing, yanking limbs, and excessive exercise; Any action that produces or could produce physical pain or discomfort, including but not limited to hitting, spanking, beating, shaking, pinching, pushing, yanking limbs, and excessive exercise;

Allegation: It has been reported by licensing during a review of available video footage that on 5/21/2026 a staff member playing with an infant tosses the infant into the air twice and catches them. This could have caused great bodily harm had the staff member not caught the child.

Explanation of Findings: It has been found through evidence gathered that on May 21st 2026, while playing with an infant a staff member tossed the infant in the air two times and caught them. While it is acknowledged by child care licensing that there was no intent of the staff member to harm the child, these actions but the infant at risk of

serious bodily injury

Action Required: Immediately discontinue the practice of allowing staff to roughly play with children in care. Submit a corrective action plan detailing how you will train all staff members age appropriate play with infants.

Corrective Action Plan Due Date:
Corrective Action Plan Achieved Date:
Compliance Due Date:
Compliance Achieved Date:

4. Finding: Compliant

Regulation: Chapter 11. HEALTH AND SAFETY REQUIREMENTS FOR ALL FACILITY TYPES
Section 16. Health.
(a) Handwashing Handwashing
(i) Staff shall wash their hands: Staff shall wash their hands:
(B) After using the toilet or helping a child use a toilet, diaper changing, handling bodily fluid, handling pets, cleaning or handling the garbage, or handling food. After using the toilet or helping a child use a toilet, diaper changing, handling bodily fluid, handling pets, cleaning or handling the garbage, or handling food.

Allegation: It has been reported by licensing during the review of available video footage that on 5/18/26 staff working in the facility changed an infants diaper and did not wash their hands before continuing with classroom duties.

Explanation of Findings: It has been found through review of evidence gathered that there is not enough evidence for a finding of non-compliance.

Corrective Action Plan Due Date:
Corrective Action Plan Achieved Date:
Compliance Due Date:
Compliance Achieved Date:

5. Finding: Non-Compliant

Regulation: Chapter 11. HEALTH AND SAFETY REQUIREMENTS FOR ALL FACILITY TYPES
Section 10. Infant and Toddler Care.
(c) Infant Safe Sleep Practices Infant Safe Sleep Practices
(vi) Infants shall not be swaddled without a statement from a licensed health care professional on file, including instructions and a time frame for swaddling an infant. Swaddling is prohibited for infants that have the ability to roll over independently. Infants shall not be swaddled without a statement from a licensed health care professional on file, including instructions and a time frame for swaddling an infant. Swaddling is prohibited for infants that have the ability to roll over independently.

Allegation: It has been reported by licensing during review of video footage provided that an infant in care was swaddled while sleeping in care.

Explanation of Findings: It has been found through evidence gathered that on May 18st 2026 an infant was swaddled during sleep.

Action Required: Immediately discontinue the practice of swaddling infants in care while sleeping without an approved written statement from a physician on file. Please submit a corrective action plan detailing how you will notify families that infants cannot be swaddled while in care and how you will educate staff about the importance of safe

sleeping of infants.

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: _____

Ariel Schmitzer

CC:

Shannon Kastriotis - Board Representative
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