

Notice of Findings

Notice To: Danielle J Godfrey - Director
Facility Name: Toddler Town Learning Center WY, LLC
Owner: Danielle Godfrey
Site Address: 2007 S. Douglas Hwy Suite D
City/State/Zip: Gillette, WY 82718

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 09/10/2025, and investigated by Irene Maurer.

A statement of childcare allegation, CPL-6000, was provided on 09/11/2025.

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

1. Finding: Compliant

Regulation: Chapter 7. Child Care Center
Section 2. Capacity/Supervision Requirements.

(f) There shall be at least one (1) adult staff directly supervising children in each area of the facility where children are located at all times.

Allegation: It has been reported on September 9th, 2025 a toddler was not directly supervised resulting in multiple bites and scratches to their face, for which the child received medical treatment.

Explanation of Findings: Evidence supports a finding of compliance at this time.

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 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 on September 9th, 2025 a toddler sought medical treatment after an incident occurred at the facility and it was not reported to licensing within 24 hours.

Explanation of Findings: During this investigation and through interviews conducted, it was determined a toddler received medical treatment on September 9th, 2025 after an incident occurred at the facility and it was not reported to licensing within 24 hours.

Action Required: An injury report was submitted to licensing on 09/12/2025. Please submit a corrective action plan detailing how the owner/director/assistant director will ensure an injury that requires medical treatment will be reported to licensing within 24 hours and an injury report form will be submitted to licensing within 3 days.

Corrective Action Plan Due Date: 10/08/2025

Corrective Action Plan Achieved Date:

Compliance Due Date: 10/08/2025

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.

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Signature: 
Irene Maurer

Date: 9/24/25

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