

Notice of Findings

Notice To: Danielle Martinez - Director

Facility Name: Lighthouse Littles

Owner: Miranda Reddell

Site Address: 107 E 8th Avenue

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 06/25/2026, and investigated by Jessica Jenkins.

A statement of childcare allegation, CPL-6135, was provided on 06/25/2026.

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

1. Finding: Non-Compliant

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

Section 9. Parental Communication.

(b) Parent Notifications Parent Notifications

(i) Parents shall be notified immediately and documentation of that notification made of: Parents shall be notified immediately and documentation of that notification made of:

(C) any situation that occurred during child care that caused concerns for the child's health or safety; any situation that occurred during child care that caused concerns for the child's health or safety;

Allegation: It has been reported that a 1 year old child enrolled in the facility was able to leave the school age side of the building without supervision on June 4, 2026 and the parent was not notified of this incident until June 24, 2026.

Explanation of Findings: Through interviews and evidence obtained over the course of this investigation, it has been found that on June 4, 2026, a one year old child in care was able to walk out of the front door of the building and the parents of this child were not notified of this incident, which caused concerns for the child's safety, until June 24, 2026.

Action Required: The facility shall update their parent and facility/personnel handbooks with a clear policy outlining when, how and under what conditions parents will be notified of incidents in the facility involving their children, including specific timeframes and specific incidents that would warrant notification. All staff members shall read this

policy and sign a statement of acknowledgment, which shall be provided to Licensing. Complete a Corrective Action Plan detailing how the facility will ensure that parents are always notified of incidents that cause concern to health or safety of their children immediately.

Corrective Action Plan Due Date: 07/22/2026

Corrective Action Plan Achieved Date:

Compliance Due Date: 07/22/2026

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: Jessica Jenkins
Address: 1510 East Pershing Blvd
City/State/Zip: Cheyenne WY 82001
Phone:
Email: jessica.jenkins@wyo.gov

Licenser Supervisor: Michelle Lala
Address: 1510 East Pershing Blvd
City/State/Zip: Cheyenne WY 82001
Phone: 307-777-5151
Email: Michelle.Tucker1@wyo.gov

Signature: _____
Jessica Jenkins

Date: _____

CC:
Miranda Reddell - Owner
admin@lighthouselearningcenterllc.com