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| <b>PROVIDER/DIRECTOR</b>  | <b>FACILITY NAME</b>                        | <b>FACILITY TYPE:</b> CCC  | <b>HOURS:</b><br>Mon: 03:00PM - 06:00PM<br>Tues: 03:00PM - 06:00PM<br>Wed: 03:00PM - 06:00PM<br>Thur: 03:00PM - 06:00PM<br>Fri: 03:00PM - 06:00PM |
| Jeff Tatay  | Laramie Educational<br>Afterschool Facility | <b>DATE</b> 05/08/2020   | <b>TIME</b> 01:00 PM  |
| <b>STREET ADDRESS</b>   | <b>CITY</b>                                 | <b>TELEPHONE NUMBER</b>  | <b>CAPACITY</b>   |
| 715 Shields   | Laramie                                     | 307-742-9372   | 113   |
| <b>ASST. DIRECTOR'S NAME /INFANT DIRECTOR</b>   |   | <b>NUMBER OF INFANTS ENROLLED</b>  |   |
|   |   | 0  |   |
| <b>Reason for visit:</b> <input checked="" type="checkbox"/> Facility Inspection <input type="checkbox"/> Compliance Monitoring |   |  |   |
| <b>CODES:</b><br>C - Compliant V - Violation N - Needed TA - Technical Assistance NA - Not Applicable                           |   |  |   |
| <b>POSTING</b>  |   |  |   |
| C   | 1.  | License visibly posted.  |   |
| C   | 2.  | Zoning Approval: (once, annual, none, other)   |   |
| C   | 3.  | Emergency numbers posted.  |   |
| C   | 4.  | Evacuation floor plans and procedures posted by all exits.   |   |
| <b>MEDICATION AND FIRST AID</b>   |   |  |   |
| C   | 5.  | All medications safely stored. Medications are administered according to licensing requirements. (diaper bags)   |   |
| C   | 6.  | First Aid kit is complete and available. (Also includes travel kits.)  |   |
| <b>SUPERVISION/NAPPING</b>  |   |  |   |
| NA  | 7.  | FCCH/FCCC: Awake infants and toddlers must be directly supervised by staff at all times.   |   |
| NA  | 8.  | FCCH/FCCC: Children in Kindergarten or under 6 years old are directly supervised outside.  |   |
| NA  | 9.  | FCCH/FCCC: Children 6 and over in adjacent fenced outdoor areas if direct access, staff can clearly hear what happens and is attentive, moving from one area to the other every couple of minutes.   |   |
| NA  | 10.   | FCCH/FCCC: Napping Children: Not within sight, must be within easy hearing distance and be checked on every few minutes. Once awake all requirements are to be met.  |   |
| NA  | 11.   | FCCH/FCCC: All children on the same level of staff at all times.   |   |
| C   | 12.   | CCC: Children are directly supervised by staff in each approved area of the facility.  |   |
| NA  | 13.   | CCC: Napping children: At least one staff directly supervising napping children. Staff numbers maintained within facility to meet overall staff:child ratios.  |   |
| NA  | 14.   | Infants are placed on a firm flat surface, on their back to sleep, without anything over their head or face, nothing placed in the crib, bassinet, or playpen, no swaddling without a written statement and instructions, a sleeper or sack available with instructions. Infants are actively supervised every 5 minutes to see the infant's face and observe color and breathing. |   |
| NA  | 15.   | Cots or pads are spaced at least 2 feet apart on all sides.  |   |
| NA  | 16.   | Cribs are spaced 3 feet apart on all sides and are compliant with CPSC standards.  |   |
| NA  | 17.   | Storage/Separate bedding is available for rest time.   |   |
| NA  | 18.   | Bedding is washed once a week or more often as needed.   |   |
| <b>HEALTH AND SAFETY</b>  |   |  |   |
| NA  | 19.   | Commercial Constant Air Inflatable Devices have parental permission slips on file.   |   |
| C   | 20.   | Unapproved areas of the facility are inaccessible to children.   |   |

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| <b>C</b>  | 21. | Play areas, equipment, and toys shall be maintained in a clean, uncluttered, safe condition and free of hazards.  |
| <b>C</b>  | 22. | Toys shall be suitable for age and development.   |
| <b>C</b>  | 23. | Porches, steps, stairs and walkways are in good repair and safe condition and free of clutter.  |
| <b>C</b>  | 24. | Window wells are covered, but don't impede egress or allow for entrapment.  |
| <b>C</b>  | 25. | Potentially dangerous items shall be inaccessible.  |
| <b>C</b>  | 26. | Cords and ropes are inaccessible.   |
| <b>C</b>  | 27. | Stairs, decks, and elevated porches shall have sturdy railings and child safety gates.  |
| <b>C</b>  | 28. | Proper heating, ventilation, lighting.  |
| <b>C</b>  | 29. | Unused electrical outlets shall be covered with safety caps or are tamper resistant.  |
| <b>C</b>  | 30. | Receptacle(s) with tight fitting lids are available for garbage disposal.   |
| <b>C</b>  | 31. | Hot appliances shall be inaccessible.   |
| <b>C</b>  | 32. | Disinfectant/ test strips present and in use in food prep and dining area.  |
| <b>C</b>  | 33. | Heating appliances and electric fans shall be screened or not used.   |
| <b>NA</b> | 34. | Swimming and Wading Pools have parental permission slips. Check other Water Hazards.  |
| <b>NA</b> | 35. | Hot Tubs, Spas and Full Sized Trampolines.  |
| <b>NA</b> | 36. | Storage of weapons, ammunition, gunpowder, and archery equipment.   |
| <b>C</b>  | 37. | Tobacco, Drug, & Alcohol Policy.  |
| <b>C</b>  | 38. | Operable telephone or cell phone is available.  |
| <b>NA</b> | 39. | Awake infants and toddlers are not confined to cribs, playpens, car seats, swings, high chair, and carriers or in one position for excessive periods of time.   |
| <b>NA</b> | 40. | Infants shall be provided with a designated and safe play area.   |
| <b>NA</b> | 41. | Overnight Care requirements shall be met if overnight care is provided.   |
| <b>C</b>  | 42. | Floors, walls, and window coverings are kept clean.   |
| <b>C</b>  | 43. | Wet or soiled clothing, including disposable undergarments are changed promptly and clean clothing for emergency is available.  |
| <b>NA</b> | 44. | Diaper changing area is sanitary and within 12 feet of hand washing sink. Disinfectant is readably available.   |
| <b>C</b>  | 45. | Children and staff wash their hands as required.  |
| <b>C</b>  | 46. | Toys, phones, doorknobs, door casings, handles and railings must be cleaned and sanitized once a week or whenever visibly soiled. Food serving surfaces shall be sanitized before and after each use. |
| <b>C</b>  | 47. | Dirty laundry shall not be accessible to children.  |
| <b>C</b>  | 48. | A sturdy stool, soap, and single service hand towels are available to children at hand-washing sink.  |
| <b>C</b>  | 49. | Outdoor/Indoor play areas, equipment and surfacing are in safe condition.   |
| <b>C</b>  | 50. | Outdoor/Indoor play areas, space used at least one (1) time per day for at least 30 minutes.  |
| <b>C</b>  | 51. | Vehicle used to transport children shall be maintained in safe condition and comply with all applicable motor vehicle laws.   |
| <b>C</b>  | 52. | Media, including movies and internet sites that are rated higher than PG shall be inaccessible to children.   |

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| <b>C</b>   | 53. | Fire exits are clear and exit doors remain unlocked or have locks allowing all parties to safely exit.   |
| <b>RECORD KEEPING</b>  |     |  |
| <b>C</b>   | 54. | Attendance records are maintained/verified by staff (sign in/sign out sheets available).   |
| <b>N</b>   | 55. | Current Fire Inspection Report. <b>Completed:</b> 04/11/2019 <b>Expires:</b> 04/11/2020  |
| <b>N</b>   | 56. | Current Sanitation Report. <b>Completed:</b> 04/24/2019 <b>Expires:</b> 04/24/2020   |
| <b>NA</b>  | 57. | Current Well-water Test Results. <b>Completed:</b> 06/08/2016 <b>Expires:</b> 06/08/2017   |
| <b>C</b>   | 58. | Policy statements and Emergency Preparedness plan is on file and given to parents. If changes in policy, new copies are received.  |
| <b>C</b>   | 59. | Injury/Illness/Incidents are reported and kept on file.  |
| <b>C</b>   | 60. | Explain the role of your board of directors and has the chairperson changed.   |
| <b>NA</b>  | 61. | Infant documentation for diapering and feeding is made available to parents.   |
| <b>C</b>   | 62. | Menus are current and available for parental review.   |
| <b>C</b>   | 63. | Name of food program provider belongs to: <b>CCAFP</b>   |
| <b>C</b>   | 64. | Written record(s) of emergency preparedness drills are complete and available.   |
| <b>C</b>   | 65. | Confidentiality.   |
| <b>C</b>   | 66. | Children's names, pictures and any other information shall have parental permission for use.   |
| <b>C</b>   | 67. | All equipment and products used in child care facilities shall be used per manufacturer instructions. Manufacturer instructions/guidelines, including but not limited to Indoor/Outdoor equipment, Cribs, Sleepers/Sleep Sacks shall be on file. |
| <b>Comments:</b>   |     |  |
| Fire and Sanitation expired and inspections are not being done at this time. Please obtain within 30 days of inspections resuming. Received staff summary, CCL-100b, updated Board of Directors, suspension/expulsion policy form, renewal fee. Received ELF/ELG training and 8 electives for Jeff. Staff member HM has 3 electives, needs core credits and 5 electives. |     |  |

**69. Child Records Notes**

Reviewed 5 child records. All in compliance.

**70. Staff/Volunteer Record Notes**

In compliance. Director CPR/FA expires at the end of this month and class is scheduled for Monday, May 11th. Send copy once obtained.

**71. Staff Child Ratios and Supervision**

1:5 - in compliance

Licenser Signature:



Date: 05/08/2020

Director Signature:



Date: 05/08/2020