

Notice of Findings

Notice To: Jessica Loyd - Director
Facility Name: Alphabet Academy III, LLC
Owner: Jessica Loyd
Site Address: 1823 E. 17th St
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 08/15/2022, and investigated by Denise J Holte.

A statement of childcare allegation, CPL-5332, was provided on 08/15/2022.

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 there up to 36 children in care with 3 staff on 8/15/2022.

Explanation of Findings: On 8/15/2022 Licenser Holte visited the facility and there were 36 children with three staff. The children ranged in age from infant to school aged. They were not grouped appropriately to meet ratios in any way. The findings from this investigation warrant a citing of non compliant.

Action Required: The numbers and ratios were corrected on site by sending some children home and grouping the remaining children appropriately. Please submit a corrective action plan stating how this will not occur again, training that took place to include the DFS Wyoming Licensing Rules 2022 for all staff, and parents informed that there may be times they will be unable to leave their child(ren) due to capacity and/or staffing.

Corrective Action Plan Due Date: 08/29/2022

Corrective Action Plan Achieved Date:

Compliance Due Date: 08/15/2022

Compliance Achieved Date:

2. Finding: Non-Compliant

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

(a) The facility, for 16 children or more, shall not be located in any person's residence. The licenser shall determine facility capacity based on individual room capacity for all rooms used by children. This room capacity shall be displayed in each room and never be exceeded. The licensed facility capacity shall never be exceeded.

Allegation: It has been reported that there are up to 36 children in care on 8/15/2022 and the licensed capacity is 29.

Explanation of Findings: On 8/15/2022 Licenser Holte visited the facility and there were 36 children with three staff. The findings from this investigation warrant a citing of non compliant.

Action Required: The capacity was corrected on site by sending some children home. Please submit a corrective action plan stating how capacity will not be exceeded at any time. Please include that you will inform parents that there may be times they will be unable to leave their child(ren) due to capacity and/or staffing.

Corrective Action Plan Due Date: 08/29/2022

Corrective Action Plan Achieved Date:

Compliance Due Date: 08/15/2022

Compliance Achieved Date:

3. Finding: Non-Compliant

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

(e) Group size may not be exceeded for more than one (1) hour during opening and closing hours and special events. Building or room capacity shall not be exceeded and staff:child ratios shall be maintained.

Allegation: It has been reported that there are up to 36 children in care who are mostly infants and preschoolers on 8/15/2022.

Explanation of Findings: The numbers and ratios were corrected on site by sending some children home and grouping the remaining children appropriately. It was observed that there were 5 infants and 5 one year olds with one staff. There were 23 children with one staff ranging in age from 2 yrs of age to school aged. Please submit a corrective action plan stating how this will not occur again, training that took place to include the DFS Wyoming Licensing Rules 2022 for all staff, and parents informed that there may be times they will be unable to leave their child(ren) due to capacity and/or staffing. These findings warrant a citing of non compliant.

Action Required: The ratios were corrected on site by sending some children home and grouping the remaining children appropriately. Please submit a corrective action plan stating how this will not occur again, training that took place to include the DFS Wyoming Licensing Rules 2022 for all staff, and parents informed that there may be times they will be unable to leave their child(ren) due to capacity and/or staffing.

Corrective Action Plan Due Date: 08/29/2022

Corrective Action Plan Achieved Date:

Compliance Due Date: 08/15/2022

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: Denise J Holte
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Licenser Supervisor: Michelle Tucker
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Signature:



Date: 08/18/2022

Denise J Holte

CC:

Jessica Loyd - Owner
jloyd77@gmail.com