

Notice of Findings

Notice To: Angela Martinez - Director
Facility Name: Stepping Stones Learning Center
Owner:
Site Address: 626 E. 2nd St.
City/State/Zip: Casper, WY 82601

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 01/13/2022, and investigated by Teddie Schrayner

A statement of childcare allegation, CPL-48456, was provided on 01/13/2022.

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 10. Records

(b) Administrative records shall include:

(i) Attendance record for each child to include dates attended and arrival/departure times verified by staff;

Explanation of Findings: During the 01/13/2022 facility visit it was observed that attendance sheets were not current and up to date.

Action Required: Discussed attendance. Attendance was updated to reflect current children present and which classrooms they are in during the visit. Please submit a corrective action plan to the licensing office showing how you will show how you will assure that attendance is being updated and current at all times.

Corrective Action Plan Due Date: 01/24/2022

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 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 a non-compliance 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 Wyoming Department of Family Services Contested Case Hearing Rules, Chapter 2, Substitute Care and Child Care Licensing and based on the above statute. If you need a copy of the Rules, or assistance in requesting an Administrative hearing, you may contact the Department of Family Services Field Office in the county where you live.

Licenser: Joshua Seilaff
Address: 851 Werner Ct Suite 200
City/State/Zip: Casper WY 82601
Phone: 307-473-3985
Email: Joshua.Seilaff@wyo.gov

Licenser Supervisor: Stoney Busch
Address: 851 Werner Ct Suite 200
City/State/Zip: Casper WY 82601
Phone: 307-473-3933
Email: Stoney.Busch@wyo.gov

Signature:

A handwritten signature in black ink, appearing to read 'Teddie Schray', written over a horizontal line.

Date: 01/13/2022

Teddie Schray for Joshua Seilaff

CC: