State of Wyoming Department of Family Services

FACILITY VISIT

Facility Name: <u>APPLETREE LEARNING CENTER</u> Date: <u>06/10/2020</u> Time: <u>02:00</u>

Provider: Certificate #: <u>002243</u> Phone: <u>307-237-1952</u>

Address: <u>1147 S. Walnut</u> City: <u>Casper</u>

Facility Type: ___ FCCH ___ FCCC X_CCC

Comments/TA Provided:

Required unannounced visit completed via facetime. Will need to do a physical unannounced visit once restrictions are lifted as I was unable to see the entire facility due to internet connectivity issues. Reminded Wendee that her central registry and sex offender expire in October. Also, CPR/FA expire in October. Also, I requested she verify her staff's qualifications are current. Was able to view attendance sheets. Wendee had her class go outside with 2 teacher's while she and I did the visit. There were 17 children in her group with 2 staff ages 3yrs to 9, there are 1 infant and 3 1 yr olds with Megan, and 7 children ages 2-3 with Katelynn. Wendee has 1 new staff, Laura Prochnow, staff records for Laura were verified. Wendee also has a staff that returned from college, at this time she is not working with children, she is only doing cleaning. Her central registry is expired. Explained to Wendee that she needed to rerun the central registry prior to her working with children. Also, discussed that in the future if a staff is on a leave of absence due to medical, schooling etc. that they must be kept on the staff record summary and all qualifications kept current. Wendee stated that she did not realize this and would do this in the future. Discussed how things were going with the screening and temperature screens. They are doing okay with it, it is hard to get in to the routine but it has been a huge pain. They are meeting parents outside at the fence and they have parents stand at the fence posts as it keeps the families separated. They have increased their handwashing and have removed some of the toys from the child care space so they don't have so much to sanitize. Discussed rotating toys so that there still is different activities but not an increased amount of items to sanitize. Gave Wendee the information to contact me with any questions.

Dicrector/Providor:

Date: 06/11/2020

Childcare Licensor:

Date: <u>06/11/2020</u>