

**BY ORDER OF THE COMMANDER
HEADQUARTERS 81ST TRAINING WING
(AETC)**

**AIR FORCE INSTRUCTION 34-201
KEESLER AIR FORCE BASE**



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Services

CHILD AND YOUTH SUPERVISION

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFD 34-2, *Managing Nonappropriated Funds*, and DoD Instruction 6060.3, *School Age Care (SAC) Program*, paragraph 1.2, requiring establishment of a home alone or "self care" policy. It also implements AFI 34-249, *Youth Programs*, section 2.3.6, requiring the establishment of a policy for the supervision of children and youth. In addition, this instruction also incorporates existing policy outlined in Keesler AFB Instruction 31-204, *Rules of the Road*, para 17, Unattended Motor Vehicles, and establishes guidance concerning the responsibilities of base-affiliated sponsors for their dependents and guests. This instruction applies to all assigned, attached and/or associate units supported by the 81st Training Wing at Keesler AFB MS, including Air Force Reserve and Air National Guard (ANG) units, except where noted otherwise. Attachment 1 is a glossary of references and supporting information. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afirms/afirms/afirms/rims.cfm>. This instruction applies to all personnel assigned or attached to Keesler Air Force Base, including Air Force Reserve and Air National Guard (ANG) units, except where noted otherwise. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Form 847s from the field through the appropriate functional's chain of command. Attachment 1 is a glossary of references and supporting information.

1. RESPONSIBILITIES. Active duty military, retired military, DoD employees, and other base-affiliated members are responsible for the welfare of families and for the conduct of their dependents and guests while on the military installation or in government sponsored housing.

2. CONDUCT. **Table 1** identifies the requirements for the supervision of children based on the child's age. It was developed and approved by the Keesler AFB Family Advocacy Committee and Keesler Integrated Resource Team (KIRT). You should use good judgment to determine whether other restrictions are necessary based on your child's mental and physical maturity level. This policy cannot cover every situation. There will be exceptions for which Family Advocacy can/will make determinations (377-7006). Adherence to this instruction is meant to ensure the safety of children. Failure to follow this guidance may result in interventions by base authorities and agencies.

Table 1. Supervision Policy for Children.

Age	Left Alone	Resourcefulness	Other Criteria	Baby-sitting
0 - 5	Must be under direct adult supervision, or authorized caregiver, at all times (able to reach quickly).	N/A	<u>Never</u> left unattended in a car (must be with someone at least 12 yrs old).	N/A
6 - 9	Must be under adult supervision, or authorized caregiver, at all times (in vicinity) seen frequently.	Knows location of adult or caregiver (can reach quickly), feels comfortable in the situation.	<u>Never</u> left unattended in a car (must be with someone at least 12 yrs old). Children living within one mile of their elementary school may walk to/from school.	N/A
10 - 11	Without adult supervision: 2 hrs or less (day or night)	Has emergency phone numbers, feels comfortable in the situation. *Highly recommend Latch Key/Home Alone Course	No determined or suspected behavioral, emotional, medical, physical, psychological or psychiatric condition that impairs ability to function alone.	<u>Children less than 12 years old cannot</u> be responsible for the care of younger children.
12 - 15	Without adult supervision: 10 hrs - (daylight only) **4 hrs - (after dark)	Has emergency phone numbers, feels comfortable in the situation. *Highly recommend Latch Key/Home Alone Course	No determined or suspected behavioral, emotional, medical, physical, psychological or psychiatric condition that impairs ability to function alone.	*** <u>12 - 14 year olds</u> can provide care for younger siblings or non-related children ages 3 and older. <u>15 year olds</u> can provide care for children under 3 years old. *** Highly recommend – Baby-sitting Course
16 - 17	Up to 72 hrs: alone	Has emergency phone numbers,	No determined or suspected behavioral,	<u>16-17 year olds</u> can provide care for siblings

		feels comfortable in the situation.	emotional, medical, physical, psychological or psychiatric condition that impairs ability to function alone.	and non-related children <i>including children under 3 years old.</i> Must be at least 16 to accompany children in self-directed Youth Center Activities. <i>Highly recommend Baby-sitting Course</i>
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* Contact Youth Center for info on Latch Key/Home Alone Course and ARC Baby-sitting Course (377-4116).

** 12 to 15 year olds may stay alone for more than 4 hours after dark if Home Alone Course is completed.

*** 12 year olds (and up) may baby-sit without restriction once ARC Baby-sitting Course is completed.

2.1. Parents, guardians, and/or designated caretakers of children are expected to carefully consider several important variables before deciding that their children can safely be left without direct adult supervision for any period of time. These factors include:

- 2.1.1. Maturity of the child.
- 2.1.2. Duration and frequency of times without direct supervision.
- 2.1.3. Child’s knowledge of emergency procedures.
- 2.1.4. Presence of physically/emotionally handicapping conditions.
- 2.1.5. Accessibility to parent or another specific informed adult.
- 2.1.6. Number and ages of other children present without direct supervision.
- 2.1.7. Age-appropriateness of responsibilities given to the child.
- 2.1.8. Specific nature of ongoing child activities while unsupervised.

2.2. A responsible caretaker must be physically and mentally capable of providing the necessary supervision of the child/children under his/her care.

2.3. When a child is discovered unsupervised, and a reasonable suspicion exists that the child is being neglected, a referral will be made to the Family Advocacy Program (FAP). A social worker from the FAP will consider the factors above in making a determination.

2.4. Unattended children who exhibit destructive behavior such as vandalism or stealing should be reported to Security Forces.

3. BABY-SITTING GUIDELINES.

3.1. All children and/or baby-sitters should have the telephone numbers to notify police, fire and rescue personnel, parent or responsible adult in the event of an emergency.

3.2. Baby-sitting is by definition a temporary situation and not a replacement for a permanent child care arrangement with a licensed child care provider. Individuals under 18 years of age who care for younger children are strongly encouraged to participate in a certified baby-sitters course. Since there are varying degrees of maturity in children, parents

will ensure that older children who baby-sit have enough experience to care properly for younger children. They must be able to control the children in their care, understand actions to be taken, and take proper action for situations that may arise.

3.3. Latch Key/Home Alone Course and Baby-sitting classes are offered through the Youth Center and are highly recommended to better prepare youth to stay home alone and/or to baby-sit. Contact the Youth Center at 377-4116.

4. PARENTAL RESPONSIBILITIES. Supervising children is one of the most important responsibilities parents have. The ultimate responsibility for the safety, care, well being, and behavior of dependent children remains with the parent, whether they are personally present to supervise them or not. Adherence to this policy is meant to ensure the safety of children. Failure to follow this policy may result in interventions by base authorities and agencies.

MICHAEL W. PETERSON
Brigadier General, USAF
Commander, 81st Training Wing

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFPD 34-2, *Managing Nonappropriated Funds*

AFI 34-249, *Youth Programs*

AFMAN 37-139, *Records Disposition Schedule* (will become AFMAN 33-322, Vol. 4)

DoD Instruction 6060.3, *School Age Care (SAC)*

Keesler AFB Instruction 31-204, *Rules of the Road*

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

ARC—American Red Cross

FAP—Family Advocacy Program

KIRT—Keesler Integrated Resource Team

SAC—School Age Care