

**BY ORDER OF THE COMMANDER  
90TH MISSILE WING**

**90TH MISSILE WING INSTRUCTION  
40-106**



**3 JULY 2017**

**Medical Command**

**YOUTH SUPERVISION  
POLICY AND GUIDELINES**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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(Lt Col John J. Modra)

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This instruction implements Air Force Instruction (AFI) 40-301, *Family Advocacy Program*. This instruction defines specific guidelines for the protection and supervision of all children residing or visiting Francis E. Warren Air Force Base, Wyoming (FEW AFB) including but not limited to Military Family Housing, on sports fields or playgrounds and other outdoor areas on the installation. Parents are ultimately responsible for the safety and welfare of their children and for compliance with this instruction. It is also essential that parents develop a safety and emergency plan. See attachment 2, Youth Supervision Metric Guidelines. In the event of suspected or actual child neglect or abuse, Security Forces will take physical charge and will contact the base Family Advocacy Office. In accordance with local law, it is illegal to provide a minor with tobacco or alcohol products or for a minor to use tobacco or alcohol products on F. E. Warren Air Force Base. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Comply with AFI 33-332, *Air Force Privacy and Civil Liberties Program*, for documents containing Privacy Act information. Comply with AFI 16-1404, *Air Force Information Security Program* for documents containing For Official Use Only information. Refer recommended changes and questions about this publication to the OPR using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional chain of command. See attachment 1 for a Glossary of References and Supporting Information.

## ***SUMMARY OF CHANGES***

This document has been substantially revised and needs to be completely reviewed.

### **1. Youth Supervision Policy Definitions**

- 1.1. Newborn: Ages 0 – 12 months
- 1.2. Infant: 12 – 24 months
- 1.3. Toddler: 2 – 3 years
- 1.4. Preschooler: 4 – 5 years
- 1.5. Child: 6 – 10 years
  - 1.5.1. Pre-teen 11 -12 years
- 1.6. Teenager: 13 – 17 years
- 1.7. Juvenile: Under 16 years
- 1.8. Maturity: The ability to exercise sound judgment and responsibility on a consistent basis.
- 1.9. Managing Emergencies: The knowledge and ability to contact emergency services.
- 1.10. Supervision: Assuming responsibility for the safety and well-being of others.
  - 1.10.1. Immediate Access: The ability to contact parent that is in the immediate vicinity or on the premises.
- 1.11. Frequent Monitoring: Recurring observation of the action or performance of others.
- 1.12. Adult Supervision: Someone who is 18 years or older who has or assumes responsibility of observing and monitoring a child for their safety and well-being.
- 1.13. Unattended/Unsupervised: Any pre-teen or younger left without an authorized person or without ready access to an adult exercising supervision.
- 1.14. Certification: Approved babysitting training through the Red Cross certified babysitting course, or other AF-sanctioned program.

### **2. Age Requirements.**

- 2.1. Children - newborn to six (6) years will not be left alone in quarters. They are allowed to walk to and from school beginning at age six (6) years and may be outside alone to include playing with immediate access (visual sight or hearing distance) to adult supervision. Base housing residents should be aware that “playgrounds” are unsupervised and that children five (5) years and younger will not be left at such locations without adult supervision. **NOTE:** Becoming unaware of the location of a child is evidence that frequent monitoring has not been exercised. Other parents supervising their own children at the playgrounds and fields do not assume supervisory duties of other children unless they have specifically agreed to do so with the child’s parent(s). Supervision or arrangements for supervision are always the parent’s responsibility. Children will not be left unattended in an automobile. (See Attachment 2 for age restrictions).

2.2. Children - seven (7) to ten (10) years of age should not be left alone in quarters (depending on necessity, maturity and the totality of the circumstances) without immediate access to adult supervision. They are allowed to walk to and from school and may be left outside alone to include playing with access (visual sight or hearing distance) to adult supervision. Other parents supervising their own children at the playgrounds and fields do not assume supervisory duties of other children unless they have specifically agreed to do so with the child's parent(s). Supervision or arrangements for supervision are always the parents' responsibility. Children in this age bracket also may not be left unattended in an automobile. (See Attachment 2 for age restrictions). They also cannot child sit siblings or others and cannot be unattended at sponsored events.

2.3. Pre-teens - eleven (11) to twelve (12) years of age should not be left alone in quarters for more than two (2) hours. The child must have ready access to adult supervision which may include a phone number to reach an adult. Before leaving children alone, it is important to assess their comfort level, maturity level, and ability to manage emergencies. They may be left alone outside to include playing. They may be left unattended in an automobile for no more than 15 minutes, with the ignition keys removed and not in extreme weather conditions. They are only allowed to child sit siblings and can child sit others if they have completed a certified training program. This age group may attend sponsored events unattended with parental approval.

2.3.1. As a general guideline, pre-teens should not be left alone for more than two hours. However, other factors such as whether the pre-teen has completed an approved training course, maturity level of the pre-teen and the necessity of individual circumstances may be considered.

2.3.2. For the ages below, the following guidelines (recommendations) are provided for responsible parenting practices, with the understanding that some youth may be more mature than others and also some youth may have special needs or circumstances which require greater supervision. These situations will be looked at on a case by case basis by the Family Advocacy Program.

2.4. Teenagers - thirteen (13) to seventeen (17) may be left alone in quarters for more than two hours. Teenagers may be left alone overnight although, it is not advised for teens fifteen (15) and younger. Sixteen years (16) and above may be left alone not to exceed five (5) consecutive days. Adult supervision must be available to make periodic checks. They may child sit siblings and others after completing certification training. They are also allowed to attend sponsored events unattended.

**3. Curfew.** Policy restricts minors (children and teenagers under the age of 16) during curfew hours from being in public places unless accompanied by an adult. Nighttime curfew policy hours are enforced seven days a week from 2200-0530. The curfew policy is intended to provide a safer community and better protects children from becoming victims of crime or becoming involved in delinquent behavior.

**4. Violators of the Curfew Policy.** Violators of the curfew policy may be detained and processed by Security Forces Law Enforcement and released to the minor's parent or guardian. In the event that the parent or guardian cannot be contacted in a reasonable time, the juvenile will be turned over to the appropriate commander or first sergeant. If the minor has no military affiliation, Security Forces will turn the minor over to local authorities.

STEPHEN M. KRAVITSKY, Colonel, USAF  
Commander

**Attachment 1**

**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION**

***References***

DoDI 6400.01, *Family Advocacy Standards*

AFI 40-301, *Family Advocacy Program*, 16 November 2015

AFI 16-1404, *Air Force Information Security Program*, 29 May 2015

AFI 33-332, *Air Force Privacy and Civil Liberties Program*, 12 January 2015

AFMAN 33-363, *Management of Records*, 01 March 2008

***Prescribed Forms***

There are no forms prescribed by this publication.

***Adopted Forms***

AF Form 847, *Recommendation for Change of Publication*

## Attachment 2

## YOUTH SUPERVISION METRIC GUIDELINES

Figure A2.1. Youth Supervision Metric Guidelines.

## F. E. WARREN AFB YOUTH SUPERVISION GUIDELINES

Ages specified are based on the child's ability to demonstrate age-appropriate behavior  
The parent is responsible for using reasonable judgment based on the child's age and capability  
Adult supervision is defined as someone who has or assumes responsibility for the child, and is available to make periodic checks

Age of Child	Left unattended in quarters for less than two hours	Left unattended in quarters for more than two hours	Left alone overnight	Unattended includes playing and attendance at sponsored events	Left in car unattended	Child sit siblings	Child sit others
Newborn through Age 3	NO	NO	NO	NO	NO	NO	NO
Ages 4 through 5	NO	NO	NO	NO	NO	NO	NO
Ages 6 through 10	based on circumstances	based on circumstances	NO	YES must have immediate access to adult supervision may walk to/from school	based on circumstances	based on circumstances	based on circumstances
Ages 11 through 12	YES must have access to adult supervision.	YES based on circumstances	NO	YES must have access to adult supervision may walk to/from school	YES 15 mins max keys removed not in extreme weather conditions	YES certified babysitter training required	YES certified babysitter training required
Ages 13 through 17	YES	YES should have access to adult supervision.	YES 16+ with access to adult supervision 5 days max (13-15 not advised)	YES	YES	YES	YES certified babysitter training required

POLICY

GUIDELINES

1 Violations of policy are maltreatment

2 Violations of guidelines are evidence of possible maltreatment

Following the guidelines is not always evidence of non-maltreatment based on the child's capability