



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY GARRISON
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FORT IRWIN, CA 92310-5000

AMIM-NTG-ZA

22 June 2023

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: United States Army Garrison, Fort Irwin and National Training Center Policy #2, Child Supervision

1. **PURPOSE:** These guidelines define the Fort Irwin and the National Training Center Policy governing the supervision of children 17 years old and younger, to prescribe the policy for the adequate and appropriate supervision of minor children within the Fort Irwin community. This policy is directed toward and applies to all military personnel and their family members at Fort Irwin and to civilian personnel who may reside on post or perform official childcare duties on post.

2. **APPLICABILITY:** This policy applies to all National Training Center (NTC) and Fort Irwin Soldiers, Civilians and Family Members living on the installation and/or using installation facilities.

3. **REFERENCE:**

a. AR 608-10, Child Development Services, 11 May 2017.

b. AR 608-18, The Army Family Advocacy Program (FAP), 30 October 2007, Rapid Action Revision (RAR) 001, 13 September 2011.

c. AR 608-75, Exceptional Family Member Program (EFMP), 27 January 2017.

d. AR 420-1, Army Facilities Management, 12 February 2008, RAR 001, 24 August 2012.

4. **POLICY:** This policy applies to all military and civilian employees of the Department of Defense (DOD) and invited Contractors that reside on the installation (hereafter collectively referred to as "sponsors" or individually as a "sponsor"). Sponsors/Parents will be held accountable for their decisions regarding child supervision. Parents should be aware of their children's whereabouts and activities. Parents are encouraged to continually evaluate their child's level of maturity and determine the degree of supervision that best meets the needs of their child. Violations of this policy may subject personnel to administrative action, civil liability, and may result in an investigation by FAP and/or an assessment by Social Work Services (SWS). Failure to comply with the guidelines set forth in this policy can result in referral to the Case Review Committee (CRC).

a. At all times, sponsors are ultimately responsible for the safety, well-being and actions of their children. Sponsors are responsible for ensuring Family Members comply with the provisions of this policy.

b. In all cases, interpretation of this policy should be made in favor of the child's safety.

c. No child will be left unattended under circumstances involving potential or actual risk to the child's health and safety.

d. Chronological age will take precedence over child's grade in school.

e. The child supervision age matrix is attached to this policy letter as Appendix 1. The matrix serves as a guideline for use in making decisions involving safety and proper supervision of children. Each child is unique with different personalities, environment, developmental progress and maturity level. The matrix cannot account for every possible situation regarding supervision of children. At no time should a child be left unattended or not properly supervised under circumstances that involved potential or actual risk to the child's health, safety, or overall well-being.

f. A "parent designee" is a responsible adult that the parents trust, or a responsible youth, at least 13 years old, who has completed the recommended Child & Youth Services (CYS) Babysitter Course, in accordance with (IAW) AR 608-10. This individual must be capable of being in a supervisory role and can provide adequately for a child's welfare and safety in all circumstances deemed appropriate.

(1) Children 0-3 years old require close supervision and will be under direct visual contact. The parent designee must be able to respond to any emergency or threatening situation.

(2) Children 4-6 years old require direct supervision. See 5.a. Direct Supervision: Line-of-sight supervision of children.

(3) Children 7-9 years old require direct supervision within "Line of Sight," with two exceptions: 1) during travel to and from school, and 2) while playing in a designated safe area, during which time the parent or designee must check on the children at least every 15 minutes.

(4) Children 10-11 years old may be left at home or at a designated safe area under monitored care for up to 90 minutes. If children are left alone under monitored care, parents must provide the children an emergency safety plan in advance and ensure that the children know and can follow through with the plan. It is recommended that children in this age bracket complete the CYS Home Alone Course (Ages 10-14). Otherwise, parents or the parent designees must remain sufficiently close to be able to physically respond to children within five minutes.

(5) Children 12-14 years old may be left unattended for up to four hours during the day and early evening hours. Parents may not leave children in this age bracket at home alone overnight. If left unattended, parents must provide children an emergency safety plan in advance and ensure that the children know and can follow through with the plan. It is highly recommended that children in this age bracket complete the CYS Home Alone Course (Ages 10-14), or the CYS Babysitter Course (ages 12-17). To babysit for siblings, or to care for the children of other families, a child must be at least 13 years old and must have completed the CYS Babysitter Course.

(6) Children 15-17 years old may be left unattended during the day and early evening hours. Occasionally, but not to exceed more than once per week, children in this age bracket may be left home alone overnight. If left home alone, parents must provide these children with an emergency safety plan in advance and ensure that the children know and can follow through with the plan. Children 16-17 years old are allowed to babysit their siblings or other children alone overnight, but not to exceed more than once per week. The 16-17-year-old child providing overnight care must have completed the CYS Babysitter Course (ages 12-17).

g. Children who meet the criteria for EFMP, as defined in AR 608-75, Exceptional Family Member Program, 27 January 2017, require special supervision. These guidelines are to be modified in accordance with their special needs.

h. Children who are in the care of a CYS certified Family Child Care (FCC) provider, who has entered into a contract with the children's parents for such care, will be supervised by the FCC Provider in accordance with guidelines set forth in AR 608-10, Child Development Services, 11 May 2017; AR 608-18 the Army Family Advocacy Program, 30 October 2007, RAR 001, 13 September 2011 and local procedures.

i. All children must have the supervising adult's work and home phone numbers, necessary emergency phone numbers and the sponsor must be within the local area. Children who are not in direct supervision should know, at a minimum, what to do in case of emergency, i.e., injury, assault, parents not returning as expected, etc. Note: local area is defined as an area or location that is no more than one hour away by car.

5. Definitions:

a. Direct Supervision: Line-of-sight supervision of children to maximize safety and minimize the children's potentially inappropriate behavior. The parent or parent designee must be close enough to respond immediately to any emergency or threatening situation. Children should not be left alone at any time, except while sleeping, and periodic checks must be made on sleeping children.

b. Child/Children: All family members and guests 17 years old and younger residing on the installation and/or using post facilities.

c. Monitored Care: An arrangement in which a parent or parent designee is aware of the children's location/activities, is physically available within five minutes to the children, and the children are familiar with that person and know that person's name, location and telephone number. The parent designee must be aware in advance that they are responsible for the children for the designated time period. The parent must contact the parent designee immediately upon return to notify the parent designee that they are released from responsibility.

d. Early Evening Hours: 1800-2000 hours.

e. Non-Duty Hours: When at least one parent is not working and is physically available to the children.

f. Adult: A person who is 18 years of age or older.

g. Parent: Any person having legal custody of a child as the child's natural or adoptive parent, as the child's legal guardian, or as the person to whom legal custody of the child has been given by order of a court.

6. Parents are responsible for their children's safety, even when in the care of a designee. Babysitters should be selected carefully ensuring that the babysitter is mature and experienced enough to adequately supervise a child. Children who complete the CYS Babysitters Course must be 13 years old before they are allowed to perform services as a babysitter on-post. Parents can find more information on babysitter qualifications, the CYS Babysitter Referral List, or class schedules, including the CYS Babysitters Course (ages 12-17), the Home Alone Course (ages 10-14) and other childcare options, by contacting CYS Parent Central Services in Building #21, or by calling (760) 380-2257/2270/4695. For further questions regarding CYS, please contact (760) 380-3646/2268.

7. Violations of this policy should be reported to the Military Police (MP) at (760) 380-4444. Parents are responsible for ensuring compliance with the minimum standards of this policy. Violations of this policy place children at risk and may result in actions by agencies including the Directorate of Emergency Services (DES), Office of the Staff Judge Advocate (OSJA), Housing through the Garrison Commander's (GC) office, the Family Advocacy Program (FAP), Department of Social Work Services (SWS), and the Department of Children and Family Services (CFS).

8. The Good Neighbor Policy allows families to leave their children under adult supervision, in the home of a trusted neighbor or friend, on-post for up to 10 hours per week. Money may not be exchanged as part of this Good Neighbor Policy.

9. Unauthorized in-home childcare on-post (i.e., non-CYS FCC and/or without a permit to operate a business on-post from FMWR) is not an acceptable form of childcare, nor

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does it fit within the guidelines of this Child Supervision Policy #2. Community members found to be providing unauthorized in-home childcare on-post, may contact the Family Child Care (FCC) Program Manager at (760) 380-2268/3502 to find out about becoming an authorized FCC Provider.

10. Curfew for minor children is from 10 PM to 5 AM. As outlined in Policy #1.

11. Disciplinary Actions:

a. The following adverse administrative actions may be taken against sponsors, spouses, or anyone providing childcare who is found to be in violation of this policy: issuance of a letter of warning, termination of on-post housing privileges, and prohibition of entering Fort Irwin. Parents, guardians and childcare providers should also be aware that the state of California can take administrative and criminal action for child neglect and endangerment, as well as hold parents legally and financially liable for their children's actions in certain circumstances.

b. In addition, Service Members may be prosecuted under the Uniform Code of Military Justice (UCMJ) for child endangerment if the Service Member is found to have been culpably negligent in the care of his or her child.

12. APPENDIX 1 of this policy is a matrix to be used as a quick reference guide.

13. The Reporting Point of Contact for this policy letter is DES at 760-380-4444.


LANE A. BOMAR
COL, AR
Commanding

APPENDIX 1

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Age of Child	Left without Sitter in Residence	Left Alone Overnight	Play outside Unattended	Left in car Unattended	Child may care for Siblings	Child may care for other's children
Newborn through 3 years of age	No	No	No	No	No	No
4 to 6 years of age	No	No	No	No	No	No
7 to 9 years of age	No	No	Yes-with ready access to adult supervision for up to 15 minutes	No	No	No
10 to 11 years of age	Yes-with ready access to adult supervision- Limit 90 minutes Must have completed CYSS Home Alone Course.	No	Yes-with ready access to adult supervision for up to 90 minutes	No	No	No
12 to 14 years of age	Yes-with access to adult supervision- Limit 4 hours Must have completed Home Alone Course.	No	Yes-with access to adult supervision for up to 4 hours	Yes	Yes-with Completion of CYS Babysitter course. May NOT sit overnight	Yes-at age 13 with Completion of CYS Babysitter course. May NOT sit overnight
15 years of age	Yes	Yes-with sponsor in local area and access to adult supervision	Yes	Yes	Yes-with Completion of CYS Babysitter course. May NOT sit overnight	Yes-with Completion of CYS Babysitter course. May NOT sit overnight
16 to 17 years of age	Yes	Yes	Yes	Yes	Yes-with Completion of CYS Babysitter course.	Yes-with Completion of CYS Babysitter course.