

Personal Affairs

Home Alone Policy

SUMMARY. This regulation provides guidelines for the supervision of children, to include special instructions for exceptional Family members. It provides out-of-school options for school-age children. This regulation furnishes the procedures for dealing with reported child neglect at this installation. This policy is not a punitive regulation and does not provide authority for decisions regarding criminal conduct involving child neglect. A violation of this policy will not, in and of itself, result in listing persons in the Family Advocacy System of Records or national offender data bases.

APPLICABILITY. This regulation applies to military personnel, Department of Defense (DoD) civilians and their Family members.

SUPPLEMENTATION. Supplementation of this regulation is prohibited without prior approval from the Director of Family and Morale, Welfare and Recreation (DFMWR).

SUGGESTED IMPROVEMENTS. The proponent agency of this regulation is the Army Community Service (ACS), Family Advocacy Program (FAP). Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publication and Blank Forms) to the Commander, CASCOM&FL, ATTN: IMNE-LEE-MWA, Fort Lee, Virginia 23801.

AVAILABILITY. This publication is available on the Fort Lee Homepage at <http://www.lee.army.mil>.

1. **PURPOSE.** This regulation establishes policies and procedures concerning adult supervision of children on CASCOM&FL.

2. REFERENCES.

a. Related Publications.

- (1) Army Regulation (AR) 608-10, Child Development Services, 15 Jul 97.
- (2) AR 608-75, Exceptional Family Member Program, 22 Nov 06.
- (3) AR 608-18, The Army Family Advocacy Program, 30 Oct 07
- (4) Department of Defense Instruction (DODI) 6060.3, School-Age Care Program.

b. Referenced form. DA Form 2028 (Recommended Changes to Publications and Blank Forms).

*This regulation supersedes CASCOM&FL Reg 608-1, 1 August 2006

3. EXPLANATION OF ABBREVIATIONS AND TERMS.

a. Abbreviations:

- (1) FAP. Family Advocacy Program
- (2) CYSS. Child, Youth & School Services
- (3) SWS. Social Work Service
- (4) PM. Provost Marshal
- (5) MTF. Medical Treatment Facility
- (6) CID. Criminal Investigation Division

b. Terms.

(1) Child Abuse/physical maltreatment. Physical harm, mistreatment or injury of a child by a parent, guardian, foster parent or caregiver, whether the caregiver is intrafamilial or extrafamilial, under circumstances indicating that the child's welfare is harmed or threatened. Such acts by a sibling, other Family member, or other person will be deemed to be abuse or maltreatment only when the individual is providing care under express or implied agreement with the parent, guardian, or foster parent.

(2) Child Neglect. A type of child abuse/maltreatment where by a child is deprived of needed age-appropriate care by act or omission of the child's parent, guardian, or caregiver; an employee of a residential facility; or a staff person providing out-of-home care under circumstances indicating that the child's welfare is harmed or threatened. Child neglect includes *abandonment, deprivation of necessities, educational neglect, lack of supervision, medical neglect, and/or non-organic failure to thrive.* *Abandonment:* A type of child neglect in which the care giver is absent and does not intend to return or is away from the home for an extended period without having arranged for an appropriate surrogate caregiver. *Deprivation of necessities.* A type of neglect that includes the failure to provide age-appropriate nourishment, shelter, and clothing. *Educational neglect.* A type of child neglect that includes knowingly allowing the child to have extended or frequent absence from school, neglecting to enroll the child in some type of home schooling or public or private education, or preventing the child from attending schooling or public or private education, or preventing the child from attending school for other than justified reasons.

Lack of supervision. A type of child neglect characterized by the absence or inattention of the parent, guardian, foster parent, or other caregiver that results in injury to child, in the child being unable to care for himself or herself, or in injury or serious threat of injury to another person because the child's behavior was not properly monitored. *Medical neglect.* A type of child neglect in which a parent or guardian refuses or fails to provide appropriate, medically-indicated health (medical, mental health, or dental) for the child although the parent is financially able to do so or was offered other means to do so.

Non-organic failure to thrive. A type of child neglect that manifests itself in an infant or young child's failure to adequately grow and develop when no organic basis for this deviation is found. Usually such children register below the third percentile in height and weight.

(3) Child. An unmarried person under the age of 18 who is eligible for care through a DoD medical treatment program and for whom a parent, guardian, foster parent, caregiver, employee of a residential facility or any staff person providing out-of-home care is legally responsible. The term child means a biological child, adopted child, stepchild, foster child or ward. The term also includes an individual of any age who is incapable of self-support because of a mental or physical incapacity and for whom care in military medical treatment program is authorized.

(4) Unattended. Absence of direct responsible adult supervision.

(5) Responsible Adult. Any person over the age of 18 and who, in a supervisory role, can be reasonably expected to provide adequately for the child's welfare and safety in all circumstances.

4. RESPONSIBILITIES.

a. The FAP, Army Community Service will:

- (1) Assume proponent over this regulation.
- (2) Act as overall point of contact on the procedures relating to this regulation.
- (3) Monitor implementation of regulation procedures.
- (4) Publicize policies set forth in this regulation.

b. Provost Marshal will respond to reports of child neglect. In accordance with (IAW) AR 608-18, Chap 1; Section 1-8(j). The Office of the Provost Marshal will conduct preliminary inquiries or investigations involving allegations of spouse or child abuse in accordance with AR-190-30. It will report suspected child neglect by calling the Military Police (MP) at 734-7400. The MP will take action, contingent upon the perceived danger to the child. The MP will contact the parent and request that care be provided for the child. If the parent cannot be contacted, the MP will contact SWS. If a medical emergency exists, the MP's or medical emergency services will then transport the child to SWS at Kenner Army Health Clinic or to the nearest Emergency Room after hours. (AR 608-18, paragraph 3-16)

c. Criminal Investigation Division (CID) will notify the installation Reporting Point of Contact (RPOC) and SWS of all Reports of child and spouse abuse in order to obtain support and services for the victims. The CID will conduct investigations into allegations of assault, aggravated, and indecent acts or liberties with a child under the age of 16 years in accordance with AR 195-2.

d. Medical Examinations. The Commander, MTF, is responsible for medical examination and protective custody IAW AR 608-18, paragraphs 3-16 (a) stating that a Medical Treatment Facility

commander will ensure that a physician or other health care professional (including, when appropriate, a dental officer) is made available to examine all victims of alleged spouse or child abuse as soon as possible after receiving the initial report of abuse. Depending on the circumstances of the particular case, the medical examination may occur before, during, or after the time the alleged victim provides information about the abuse. With young children, the medical examination may constitute the only evidence of abuse. Alleged child abuse victims may be interviewed in a school setting without parental consent. (AR 608-18, paragraphs 3-16, subparagraph 3).

e. The Chief, SWS, KAHC will comply with this regulation as it relates to child neglect. The SWS will then contact the Prince George County Department of Social Services (PGDSS) depending upon the perceived danger to the child.

5. SUPERVISION OF CHILDREN.

a. The Chief of SWS will be responsible for a finding of neglect when appropriate in any situation where a child, under the age of 11, is left unattended (or left attended by a child under the age of 13).

b. Further, a finding of neglect may also be appropriate when a child, regardless of age, is left unattended under circumstances involving potential or actual risk to the child's health or safety.

c. Findings of neglect are determined on the totality of the circumstances. The parent must be aware of the child's maturity level and ability to deal with emergencies. The child should have the following information available:

(1) His or her name, address and phone number. (He or she should be able to use the phone, depending on the child's age.)

(2) The parent's or other responsible adult's name, location and phone number.

(3) What to do in case of emergency; that is, injury, fire and severe weather.

d. If there is a finding of neglect, the case will be referred to the Case Review Committee (CRC), which is a multidisciplinary team appointed on orders by the installation commander and supervised by the MTF commander. The CRC's purpose is to coordinate medical, legal, law enforcement, and social work assessment, identification, command intervention, and investigation and treatment functions from the initial report of spouse or child abuse to case closure. (AR 608-18, paragraph 2-3)

(1) The CRC chairperson (or his or her SWS designee) will notify the unit commander within 24 hours after receiving any report of child abuse pertaining to the family of one of his or her Soldiers. (AR 608-18, paragraph 3-6)

(2) Soldier, Family member, commander or initiating CRC may request, in writing, CRC

reconsideration for various reasons. (For complete list, please see AR 608-18, paragraph 2-6.) Findings from the CRC are clinical decisions, not criminal determinations. The CRC is an advisory team that can make recommendations to commanders, supervisors and courts regarding administrative and disciplinary actions for child/spouse abuse offenses (AR 608-18 paragraph, 3-19).

6. **EXCEPTIONAL FAMILY MEMBER.** For children defined as having special needs as defined in AR 608-75, their disability is the primary factor in determining the need for supervision. Age is a secondary factor.

7. **OUT-OF-SCHOOL CHILD SUPERVISION.**

a. Self care. A child must be mature and competent in home alone skills and be able to contact a parent or designated adult in case of an emergency. Competence in home alone skills includes possessing the necessary physical, emotional, intellectual, and social skills to respond appropriately to a small crisis (such as being locked out of the house or losing electricity) or an emergency (fire, severe weather, accident requiring first aid). It also includes possessing a level of maturity and discipline to follow rules or guidelines established by a parent.

b. Kindergarten and elementary children in grades K-5 will not be in self-care or home alone during weekday, school-out, vacation and/or summer out-of-school time.

c. Middle school youth in grades six thru nine may be in self or monitored care.

d. To minimize the conflict between parental responsibilities and unit mission requirements, child/youth services offers the following activity option for both school-aged children and middle school youth on a regular basis.


- CDC = 6 weeks - kindergarten
- School-Age Services = 1st - 5th grades
- Middle School/Teen Program = 6th - 12th grades
- Family Child Care = 4 weeks - 12 yrs

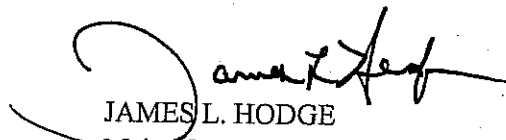
e. Parents should assess the physical and emotional capabilities of their child(ren) (Appendix A) and the potential risks or advantages to their child(ren) in selecting the most appropriate supervision/care option (Appendix B).

8. Point of contact for this document is the FAP Manager at (804) 734-7585.

The proponent agency of this regulation is the Army Community Service (ACS), Family Advocacy Program. Users are invited to send comments and suggested improvement on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Commander, USACASCOM&FL, ATTN: IMNE-LEE-MWA

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LEEKEY

Appendix A

Four Steps Parents Will Use in Determining Whether Their Youth is Able to Provide Self Care or Care for Other Children.

Step 1: Your youth must know the following:

a. Identifying Information. Your youth needs to know this information if lost, in danger or trying to get the police or fire department to the home. Remember--some homes are difficult to locate!

Full Name

Complete Address and Directions to the Home

Phone Number

b. Important phone numbers. These numbers will be posted directly by the telephone. Your child must always have someone to call in an emergency situation.

Military Police

Fire Department

Poison Control Center

Parent's Phone Numbers (work, and cell)

Back-up Person to call in case of emergency (neighbor, etc.)

c. Use of the telephone.

Your youth must be able to properly use the telephone.

Your youth should know how and when to call the operator.

Your youth should know what to say when someone asks if his/her parents are home.

d. Locks and Keys. If your youth carries a key to your home, make sure it is not visible. Youth wearing a key around their neck is a sure sign that they let themselves into the house. This makes them vulnerable to strangers.

Your youth should be able to lock and unlock the door to your home.

Your youth should be able to gain entry to your home.

Step 2: Your youth must be able to respond to the following situations.

a. What to do in case of fire.

b. What to do if injured.

c. If cooking on the stove is permitted, what to do in case of a cooking accident.

Appendix A (continuation)

- d. Must know the perimeters of "outside" play in the housing area.
- e. What to do/say if a stranger approaches.
- f. What to do if the electricity goes off in the home.
- g. Must call you at once after arriving at home from school.
- h. Follow guidelines if he or she is allowed to leave the home and visit friends or have friends over.

Step 3: If your teen is caring for younger children, guidelines should be established and enforced.

- a. Authority must be given to the teen to act as the leader. The children for whom care is provided must accept the teen caregiver as a leader and obey accordingly.
- b. A form of guidance will be used to maintain order. The form of guidance will be safe.

Step 4: The following must be addressed, if applicable.

- a. Is your youth/teen afraid to stay home alone?
- b. Has your youth/teen played with fire or dangerous objects?
- c. Does your youth/teen have a history of uncontrolled seizures, blackouts or violent, aggressive behavior?
- d. Does your youth/teen have a handicap that requires special care and supervision?
- e. Are you inaccessible by phone?
- f. Does your youth/teen go easily to strangers?

Step 5: Children age 16-17 may be under self-care overnight in their assigned quarters. "Overnight" is defined as 2200-0600, Sunday through Thursday and 2300-0600, Friday through Saturday.

Step 6: A violation of this policy will be referred to the Case Review Committee for a determination as to whether the circumstances constitute child neglect. In addition, parents may face administrative and/or punitive action for child neglect.

Appendix B

OUT OF SCHOOL CHILD SUPERVISION CRITERIA
DURING PARENTAL DUTY DAY

Supervision Levels	Definition	School Grade/Age Range	Supervision Options
Direct supervision at all times	<p>Adult supervision on a regular basis during out of school hours during parental duty day.</p> <p>Child must be mature and competent in home alone skills and be able to contact a parent or designated adult in case of emergency.</p>	<u>0 years to 5th Grade</u>	<p>CYSS Sponsored:</p> <ul style="list-style-type: none"> • School-Age Services (SAS) • Child Development Center (CDC) • Family Child Care (FCC) <p>Community Resources:</p> <ul style="list-style-type: none"> • In-home babysitter • Nanny • Civilian CDC/SAC Programs
Monitored	An adult is aware of child's location and activities during out of school hours. An emergency contact is available at all times.	<u>6th Grade(at least 11 years old)</u> <u>2 consecutive hours</u>	<p>CYSS Sponsored:</p> <p>Middle School (MS) Program</p> <ul style="list-style-type: none"> • Team Sports • Clubs/Volunteer Activities • Open Recreation • Special events/trips <p>Community Resources:</p> <ul style="list-style-type: none"> • Designated adult • Schools • Churches • YMCA • Youth Centers
Self Care	Parents assess child's ability to be in self-care.	<u>7th thru 8th Grade</u> <u>4 consecutive hours.</u> <u>9th thru 10th Grade-</u> <u>6 consecutive hours</u> <u>11th thru 12th Grade-</u> <u>10 consecutive hours</u> <u>(Ages 16-17)</u>	