



## DEPARTMENT OF THE AIR FORCE

HEADQUARTERS 66TH AIR BASE GROUP  
HANSCOM AIR FORCE BASE MASSACHUSETTS

MEMORANDUM FOR ALL INSTALLATION PERSONNEL

FROM: 66 ABG/CC

SUBJECT: Installation Youth Supervision Policy

1. The Hanscom AFB community is committed to the welfare of our children. Parents and/or guardians hold the primary responsibility and the attached Installation Youth Supervision Policy is written to assist parents to ensure the safety and well-being of their children. Before deciding to leave a child alone, a parent must assess whether a child is comfortable alone, if emotional maturity is sufficient, and whether their established safety plan is adequate. These plans must also include safety measures that address all supervision concerns related to children with special medical or developmental needs.

2. The following definitions apply to the supervision of children under age 18 (pre-graduation):

a. Adequate Supervision: Guidance by an adult which meets basic needs and protects a child on a temporary or permanent basis; may be provided on a temporary basis by a child age 12 or older who possesses the experience and maturity to supervise.

b. Lack of Supervision: A type of child neglect characterized by the absence or inattention of the parent, guardian, foster parent, or other caretaker that results in injury, could result in serious injury, or serious threat of injury to another person because the child's behavior was not properly monitored.

c. Accessibility of Parent or Responsible Adult/Caretaker: Parents (or responsible adults/caretakers) are responsible for advising children of their location and the time they will return. Children should have the phone number(s) to locate a parent or designated responsible adult as well as emergency telephone numbers.

d. Reasonable Period of Time: Subject to specific principles in this policy. Consider location and accessibility of the supervising adult or parent, length of time left alone, time of day, child's level of functioning, maturity, physical and mental health, etc.

3. All agencies, departments, or individuals affiliated with Hanscom AFB will immediately report all incidents related to lack of supervision of a child to the Law Enforcement (LE) Desk at 781-225-5000 or the Family Advocacy Program (FAP) at 781-225-6385.

a. The 66th Security Forces Squadron (SFS) is responsible for immediate response to the scene where a child is allegedly unsupervised and securing the child's safety. 66 SFS will attempt to locate the child's sponsor or other responsible adult. In **ALL** incidents of suspected child abuse/neglect, 66 SFS will notify FAP and the sponsor's organization.

4. To promote safety and well-being of children, Home Alone training is recommended for youth who are left home alone and Babysitter training for youth who babysit others.

a. Home Alone Training: Home Alone Training is designed to help parents determine if their children are ready to be on their own, foster family communication and safety in the home, and help children with decision making and problem solving skills when home alone. Home Alone Training is provided as a take-home training, to be completed with parental interaction. For further information contact Youth Programs at 781-225-6043.

b. Babysitter Training: Red Cross Babysitter Training, or equivalent, is designed to provide youths (ages 11 years and older) with the knowledge, skills, and abilities to provide appropriate supervision and safety plans when babysitting younger siblings and other children. For further information contact Youth Programs at 781-225-6043.

5. We must do everything we can to ensure the safety and well-being of children on Hanscom AFB. Failure to meet the minimal Youth Supervision Guidelines could place a child in danger. The ages specified are the minimum ages and are based on the child's ability to demonstrate age-appropriate behavior. Children who do not consistently demonstrate age-appropriate behavior should not be given the same degree of self-management responsibilities.

6. For more information on the Youth Supervision Guidelines contact Family Advocacy at 781-225-6385, 66 SFS at 781-225-5000, or Youth Programs at 781-225-6043.

ROMAN L. HUND  
Colonel, USAF  
Commander

Attachment:  
Installation Youth Supervision Policy

Note: The ages specified are the minimum ages and are based on the child's ability to demonstrate age-appropriate behavior. Children who do not consistently demonstrate age-appropriate behavior should not be given the same degree of self-management responsibilities. In all instances below where a “yes” is indicated, the parent(s) is responsible for using reasonable judgment and for any incident or mishap (considered preventable) that occurs.

Base Curfew for children 18 and under: Sun-Thurs, 2300-0600; Fri-Sat and night before a Federal Holiday, 2400-0600

Age of Child	Left w/o sitter in quarters for less than 2 hours	Left w/o sitter in quarters for over 2 hours	Left alone overnight	Outside unattended (to include playing)	Left in car unattended	Supervise siblings	Supervise others
Newborn-4	No	No	No	No	No	No	No
5-7	No	No	No	Yes; playground or yard within sight or hearing distance to adult supervision	No	No	No
8-9	No	No	No	Yes; immediate access to adult assistance; Except may walk to and from school	No	No	No
10	Yes; only with access to immediate adult assistance	Yes; before base curfew with access to immediate adult assistance	No	Yes	No	No	No
11-12	Yes	Yes; before base curfew with access to immediate adult assistance	No	Yes	11-No 12-Yes	Yes; case-by-case basis depending on age-appropriate behavior of child	11-No 12-Yes
13-Graduation	Yes	Yes	No; however 16-18 may be left alone, not to exceed 3 consecutive days. Must have daily in person checks by an adult. They cannot be responsible for supervising younger children.	Yes	Yes	Yes	Yes

-Immediate adult assistance: may include telephone contact unless sight or sound access is specified

-Adult supervision: someone who assumes responsibility for the child, e.g. parent, guardian, care provider, or friend

-It is **strongly recommended** Home-Along training is provided, as a take home test, **PRIOR** to a child being left alone for the 1st time. Contact the Youth Center at 781-225-6043 for further details.

-It is **strongly recommended** Red Cross baby-sitting training, or equivalent, be taken **PRIOR** to 1st time babysitting (includes siblings). Contact the Youth Center at 781-225-6043 for further details.

-Per MA statute, MGL c. 90, s.16A, leaving your vehicle idling while the vehicle is not in operation in excess of five minutes is a violation. Furthermore, it is a violation to leave your vehicle idling, with keys in ignition, at or near the CDC, Youth Center, Primary School, Middle School or other places that a child could access and create an inherently dangerous situation.