



**DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS 66TH AIR BASE GROUP  
HANSCOM AIR FORCE BASE MASSACHUSETTS**



MEMORANDUM FOR HANSCOM AFB PERSONNEL

FROM: 66 ABG/CC  
20 Schilling Circle  
Hanscom AFB MA 01731

SUBJECT: Installation Policy on Youth Supervision

1. The Hanscom AFB community is committed to the welfare of the children on the installation. Parents have the primary responsibility for their children's well-being and the attached Installation Youth Supervision Policy is written to assist parents to ensure the safety of their children. Before a parent decides on leaving a child alone, they must have an adequate safety plan established that includes whether their child is competent and comfortable with being left alone and if the child's emotional maturity is sufficient.

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

a. Adequate Supervision: Guidance by an adult which meets the basic needs and protects a child on a temporary or permanent basis; may be provided on a temporary basis by a child age 12 years or older who possesses the competence, 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 the potential of serious injury, or the serious threat of injury to another person because the child's behavior was not properly monitored.

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

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

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

e. The 66th Security Forces Squadron (SFS) is responsible for an 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 the well-being of children, Home Alone training is recommended for youths who are left home alone and Babysitter training for youths who babysit others.

a. Home Alone Training: Home Alone Training is designed to help parents determine whether their child(ren) may be ready to be independent, help foster family communication and safety in the home, and assist 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. Everything must be done to ensure the safety and well-being of all the children on Hanscom AFB. Failure to meet the minimal Youth Supervision Guidelines could place a child in danger. The ages specified are the maximum ages and are based upon 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. Guidelines, contact Family Advocacy at 781-781-225-6385, or Youth Programs at 781-225-6043.



TAONA A. ENRIQUEZ, Col USAF  
Commander