



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
UNITED STATES ARMY YUMA PROVING GROUND
301 C STREET
YUMA, ARIZONA 85365-9498

TEDT-YP-CO

20 December 2018

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Commander's Policy Statement No. 9S - Supervision of Children on Yuma Proving Ground

1. References:

- a. Arizona Statute Section (ARS) § 3-3620, Duty to Report Child Abuse and Neglect
- b. ARS § 8-201(25), Definition of Neglect
- c. AR 608-18, The Army Family Advocacy Program (FAP), Rapid Action Revision (RAR) 13 September 2011.
- d. AR 608-75, Exceptional Family Member Program (EFMP), 27 January 2017.
- e. AR 608-10, Child Development Services, 11 May 2017.
- f. Memorandum, HQ CFSC-CYS, 11 July 2000, subject: Out of School Child Supervision Requirements for Elementary and Middle School Children and Youth during Parental Duty Hours.
- g. Department of Defense Instruction (DODI) 6060.02, Child Development Programs (CDPs), 5 August 2014.

2. Purpose: To provide guidelines for the supervision of children and youth at U.S. Army Garrison, Yuma Proving Ground (YPG), Arizona.

3. Applicability: This policy applies to all military personnel and civilians who enter or reside on YPG and are accompanied by a minor child. This includes those persons temporarily staying at YPG campgrounds, in guest housing, and visitors accompanied by a minor child.

4. Definitions:

a. "Parent" refers to a child's natural or adoptive mother or father; stepparent; adults having supervisory custody; adults who are in loco parentis; adults with power of attorney for the care and custody of a child; or any adult having legal custody over the child, to include a guardian or an adult serving in a court-ordered parental capacity. An

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adult is considered to have supervisory care, control, and custody when the adult is charged or directed by proper authority with holding or keeping a minor under supervision.

b. "Child" refers to a person under the age of 18-years old.

c. "Child Neglect" is (a) the inability or unwillingness of a parent, guardian, or custodian of a child to provide that child with supervision, food, clothing, shelter, or medical care if that inability or unwillingness causes unreasonable risk of harm to the child's health or welfare, except if the inability of a parent, guardian, or custodian to provide services to meet the needs of a child with a disability or chronic illness is solely the result of the unavailability of reasonable services. (b) Permitting a child to enter or remain in any structure or vehicle in which volatile, toxic or flammable chemicals are found or equipment is possessed by any person for the purposes of manufacturing a dangerous drug as defined in ARS § 13-3401; or (c) as otherwise defined under Arizona laws.

d. "Daylight Hours" are observed on the installation year-round as being from the hours of 0700-1800 daily.

5. Responsibilities:

a. Military members and civilians accessing YPG are responsible at all times for the supervision, health, welfare, and safety of minor Family members and guests accompanying them on the installation. Failure to exercise these responsibilities may constitute child neglect. Parents are responsible for ensuring accompanying Family members and guests comply with the provisions of this policy. Child and Youth Services (CYS) is able to assist parents seeking regular supervision for their children both on and off the installation.

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

c. The appropriate level of supervision for a child is determined by the environmental conditions, age, and abilities of the child. Individuals should refer to the enclosed Age Matrix for minimum standards in making decisions involving safety and proper supervision of children. The enclosed guidelines are applicable only if the child has no physical or mental disabilities, if the conditions are not chronic, and the environment is safe.

d. Every member of the YPG community should report known or suspected incidents of child abuse or neglect in accordance with Army policy and Arizona state

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law. The Directorate of Operations, Protection Division (PD) will respond to all reports of child abuse/neglect on the installation. PD is the Reporting Point of Contact (RPOC) at 911 or (928) 328- 2720.

6. Policy:

a. Supervision

(1) Children ages Birth to 6 will not be left alone at any time and require close supervision. They should be kept under direct visual or auditory contact. They may play in an appropriately designated safe area but must have immediate access to adult supervision. The person supervising must be able to respond to any emergency or threatening situation. Do not leave children in this age group alone at any time.

NOTE: Immediate access is defined as within eyesight or hearing distance and ability to respond within 30 seconds.

(2) Children ages 7 to 9 will not be left alone at any time but may be permitted to play outside as long as a responsible adult provides direct supervision.

NOTE: Direct supervision is defined as supervision within proximity to the child such that the child could hear the adult call them and a responsible frequency of visual checks as warranted by the circumstances. Constant and direct visual monitoring is not required.

(3) You can allow children ages 10 to 11 to explore their environment in daylight hours for limited amounts of time as prescribed by the supervision guideline matrix. Children in this age group must still have ready access to adult supervision.

NOTE: Ready access is defined as having the ability to contact a verifiable, prearranged, responsible adult in case of emergency and the sponsor knowing the location of the child.

(4) You can allow children ages 12 to 14 to explore their environment but afford them protection and they must have access to adult supervision.

NOTE: Access is defined as having the ability to contact a verifiable, prearranged, responsible adult in case of emergency and the sponsor knowing the location of the child.

(5) Dependents and guests under the age of 18 will be at their quarters during the hours of 2200 until 0600 unless accompanied by a parent, legal guardian or responsible adult. Exceptions may be made for recognized functions, employment, or emergencies.

b. Children left alone in quarters. (See Appendix A)

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(1) Never leave children ages birth through 9 home alone. Keep them under close supervision with direct visual contact. Make periodic checks on sleeping children.

(2) You may occasionally leave children ages 10 to 11 unattended in quarters for a maximum of 3 hours during the day, if the child has ready access to a responsible adult, is not caring for younger children, and demonstrates the ability to be responsible and mature. However, do not place children in this age group in self-care on a regular basis.

(3) You may leave children ages 12 to 14 unattended in quarters for up to 6 hours. Children ages 13 and up may care for younger children for up to 6 hours, if they have ready access to a responsible adult.

NOTE: Successful completion of a babysitter's course is strongly recommended.

(4) You may leave children ages 15 to 17 unattended up to 8 hours, but not overnight, and he/she may care for younger children up to 8 hours if the sponsor is in the local area.

NOTE: Local area is defined as an area or location that is no more than 1 hour away by vehicle.

(5) Children left unattended in quarters must know where their parent is and how to immediately get in touch with them. They must know when and how to call the police, ambulance, and other emergency numbers. They must have another responsible adult besides their parent that they can call or have access to. Ensure they are aware of the YPG guidelines and their responsibilities if they are watching younger children.

c. Special provisions.

(1) Children who meet the criteria for the Exceptional Family Member Program, as defined by AR 608-75, require special supervision. Parents may modify these guidelines in accordance with their children's special needs.

(2) Children who are in the care of a 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, AR 608-18 and local procedures.

(3) A motor vehicle is always considered an unsafe environment. You should never leave children ages birth to 9 unattended in a motor vehicle. Some situations may make it impractical or unsafe to not leave children in a vehicle such as when changing a flat tire along the highway or when putting fuel in a vehicle at a station. In

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these situations, do not leave the vehicle running and do not allow children access to the ignition key. Parent must be able to observe the children at all times and be able to react if the child tries to get out of the vehicle or has some other health or safety need. Parent will not be out of the car for longer than necessary.

(4) Playgrounds, parks, basketball courts, and similar locations: these places are not safe environments for young children. Children ages birth to 6 must have immediate adult supervision. Children ages 7 to 11 should have constant access to a parent, guardian or other person responsible for their well-being. Do not leave children in these areas for more than an hour during the day, and you or a responsible adult should check on them frequently during that hour.

(5) A swimming area is always considered an unsafe environment. Swimming areas present extreme hazards to children. You should never leave preschool, kindergarten, and elementary school age children unattended in a swimming area.

(6) Children ages 6 and above may walk to and from school by themselves or in groups, by a pre-arranged route and with their parent's permission.

7. Noncompliance:

a. Evidence of noncompliance with this policy will provide sufficient reason for investigation to determine if a child has been subject to neglect or abuse under the Army Family Advocacy Program (FAP) or applicable state laws. Neglect or abuse of a child may result in disciplinary measures as deemed appropriate by the commander, to include removing violators from the installation, initiating adverse administrative action, or initiating action under the Uniform Code of Military Justice against military personnel.

b. Noncompliance may also result in the incident being referred to the YPG FAP for consideration and appropriate processing when military personnel are involved, and/or referral to the appropriate state or local law enforcement agency, or child protective services office when civilian or military personnel are involved.

c. PD, FAP personnel, or YPG personnel designated by the YPG Commander will attempt to contact the parents of a child found to be unsupervised on the installation. If the parents cannot be contacted, PD or FAP personnel will coordinate with Arizona DCS to take protective custody of the minor.

8. Babysitting:

a. Persons who desire to provide childcare or babysitting services are encouraged to complete the Child, Youth and School Services (CYSS) Babysitter's Course.

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Babysitters should be at least 13 years of age. The CYSS babysitter's course is not required to babysit siblings within the child's own home but is strongly recommended.

b. Persons who provide care in their own homes in excess of 10 hours per week on a routine basis must comply with all applicable Army child care regulatory guidelines, to include becoming certified as a Family Child Care (FCC) provider. The minimum age for an FCC provider is 18 years old.

9. Visibility:

a. This policy memorandum will be distributed to all military and civilian personnel residing in family housing on YPG by including a copy with the housing resident handbook.

b. This policy will be posted on the YPG intranet site and copies are available upon request.

10. Point of contact for this memorandum is the Family Advocacy Program Manager at (928) 328-3224.

2 Encls

1. Appendix A
2. Appendix B

ROSS C. POPPENBERGER
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Commanding

DISTRIBUTION:

U.S. Army Yuma Proving Ground (YPG)
U.S. Army Garrison Yuma Proving Ground
Yuma Test Center (YTC)
Military Free Fall School Command (MFFS)
USSOCOM Flight Detachment
U.S. Army Health Clinic YPG
U.S. Army Veterinary Clinic YPG
Desert Oasis Community Housing
Civilian Personnel Advisory Center (CPAC)

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APPENDIX A: FOUR STEPS TO DETERMINE IF YOUR CHILD IS RESPONSIBLE ENOUGH TO CARE FOR HIM/HERSELF OR CARE FOR OTHERS

STEP 1. Does your child know the following?

- a. Identifying information
 - Their full name
 - Their full address
 - Directions to their home
 - Their phone number

(Your child needs to know the answers to these questions in case he/she is lost, in danger, or if he/she is trying to get the police or fire department to your home. Remember that some homes are isolated from main roads, therefore directions are important.)

- b. Important phone numbers
 - Police department-328-2720
 - Poison control
 - Parent's phone number at work
 - Neighbor or other person to call for assistance

(These numbers should be posted directly by the telephone. Your child should always have someone he/she can call in case of an emergency.)

- c. Use of the phone
 - Can your child operate the telephone?
 - Does he/she know how to call the operator and why?
 - What does your child say when someone asks if his/her parents are at home?
- d. Locks and keys
 - Can your child lock and unlock the door to your home?
 - How does your child gain entry to your home?

(If your child carries their own key, make sure it is not visible. A child wearing a key around their neck is a sure sign that they let themselves into the home which makes them vulnerable to strangers.)

STEP 2. Have you taught your child what to do in the following situations?

- a. What they should do in case of fire.
- b. What to do if they are injured.
- c. Is your child allowed to cook on the stove? If so, what would he/she do in

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- a cooking accident?
- d. If he/she is allowed to answer the door or play outside, what would he/she say if a stranger approached them?
- e. What to do if the power went off?
- f. Does he/she call you when he/she gets home from school?
- g. Is he/she allowed to leave the home to visit friends, or have friends over to the house?
- h. If friends are over to the house, do the parents of the guest child know that the parents of the hosting child are not home?

STEP 3. If your child is caring for younger siblings, ask yourself the following:

- a. Has authority been given to one child to act as the leader? Do the other children accept this leadership and obey accordingly?
- b. What form of discipline do your children use between themselves in order to maintain order? Is this form of discipline safe?
- c. Do your children get along with each other when you are not present?
- d. Are infants involved?

STEP 4.

Answer the following questions about your child	YES	NO
Is your child afraid to stay home by him/herself?		
Has your child ever played with matches or other dangerous objects?		
Does your child have unexplained seizures, blackouts or show violent or aggressive behavior?		
Has your child told you that he/she does not want to stay home alone?		
Does your child go easily to strangers?		
Are you inaccessible by telephone?		

APPENDIX B: Child Supervision Guidelines

Age of Child	May be Left Alone at Home (Note 2)	May be Left Alone Overnight	May be Left Outside (Playing) Unattended (Note 1, 2, 3 and 4)	May be Left Unattended in Vehicle (Note 2 and 4)	May Babysit Siblings (Note 2 and 5)	May Babysit Others (Besides Siblings)
Newborn - Age 3	No	No	No	No	No	No
Ages 4 - 6	No	No	Yes, if in a safe (fenced) area with immediate access (sight and hearing distance) to an adult. Children ages 4 through 5 may not walk to or from school alone. Children age 6 may walk to school alone.	No	No	No
Ages 7 - 9	No	No	Yes, if in a playground or yard with ready access (in person) to an adult.	No	No	No
Ages 10 and 11	Yes, for up to 3 hours, during daylight hours.	No	Yes, with ready access to adult supervision.	Yes, for up to 10 minutes if the keys have been removed and the emergency brake applied.	No	No
Ages 12 - 14	Yes, for up to 6 hours during daylight and early evening. An adult must check on them (in-person or telephonically) every 3 hours.	No	Yes	Yes, for up to 20 minutes if the keys have been removed and the emergency brake applied.	Yes, for up to 6 hours, but not overnight.	Yes for children age 13 and up for up to 6 hours, but not overnight. Recommended to have completed a Babysitting Course.
Ages 15 - 17	Yes, for up to 8 hours, but not overnight.	No	Yes	Yes	Yes, for up to 8 hours, but not overnight.	Yes, for up to 8 hours, but not overnight.

NOTES:

1. Adult supervision is defined as “Someone who has or assumes responsibility for the child” (for example: parent, guardian, care provider, adult friend).
2. Parents are responsible for assessing the individual capabilities of their children.
3. Ready access is defined as “as a minimum, telephone access and telephone number of person designated as adult supervision.”
4. Children may have difficulty assessing dangerous weather conditions (for example, extreme heat or cold) and taking action to protect themselves.
5. CYSS or Red Cross Babysitting Course is strongly encouraged.