



DEPARTMENT OF THE NAVY
NAVAL SUPPORT DETACHMENT MONTEREY
1 UNIVERSITY CIRCLE
MONTEREY CA 93943-5035

IN REPLY REFER TO:

NSDMINST 1754.3
225
15 Nov 06

NAVSUPPDET MONTEREY INSTRUCTION 1754.3

Subj: HOME ALONE POLICY

Ref: (a) DODINST 6060.3
(b) California Penal Codes 270, 270.5, 271, and 271a
(c) California Welfare and Institution, Code 300

Encl: (1) Home Alone Checklist
(2) Special Power Of Attorney Preparation Worksheet

1. Purpose. To outline responsibilities and procedures pertaining to the supervision of children residing in Naval Postgraduate School (NPS) housing areas per references (a) through (c).

2. Cancellation. NAVPGSCOLINST 1754.3A.

3. Applicability. This policy applies to all military personnel and their family members assigned to or visiting NPS or tenant commands residing in NPS military housing.

4. Definitions.

a. Neglect. Except as otherwise defined by applicable law, a finding of neglect is usually appropriate in any situation where a child under the age of ten is left unattended, or left attended by a child under the age of 12. A finding of neglect is also appropriate when a child, regardless of age, is left unattended under circumstances involving potential or actual risk to the child's health or safety.

b. Unattended. Children who, because of place and circumstances, are without direct supervision of a responsible adult and are involved in potential or actual risk of their health or safety.

5. Policy. Maltreatment, neglect and abuse of children will not be condoned or tolerated. To ensure the safety and welfare of children living in military housing, the following policies have been established:

a. Day Care of Children by Adults. Children will be provided proper care in their home or another home by a responsible, emotionally stable adult who can exercise good judgment in caring for children. Individuals providing childcare services in government quarters for another person's child in excess of ten hours per week on a regular basis must be certified through the Child Development Home Program. To be considered responsible, the adult must be able to respond to emergencies such as fire, medical crisis and accidents and be able to provide appropriate supervision and care.

* b. Self-care and Care by Older Children. Children vary as to their ability to care for themselves and other children. However, a child must be at least ten years of age to be left unattended in government quarters during daylight hours. Children under the age of 12 years will not be left home alone after dark. Children 12 years and older may provide care if they display maturity and responsibility (See enclosure (1) for guidance). This care must be provided in the home of the younger child. Infants have special needs; therefore, careful consideration must be used in evaluating childcare for infants.

c. Parents may not send their children, nine years of age or under, to school more than 15 minutes earlier than the normal walking time and/or the bus arrival time. Parents that are unable to be at home are expected to arrange for supervision before and after school.

d. Overnight Care of Children. All children 14 years of age and younger who are cared for overnight will be under the supervision of a responsible adult (18 years or older). Children must be at least 15 years of age to stay in their home unsupervised overnight (see enclosure (1)).

e. Emergency Notification and Authorization

(1) Parents who leave children in the care of others will provide specific written instructions to the caregiver. As a minimum, these instructions will include where to reach parents in case of an emergency and authorization to seek emergency medical treatment. A Special Power of Attorney Worksheet is provided as enclosure (2). A Special Power of Attorney may be obtained through the NPS Staff Judge Advocate Office, Herrmann Hall, Building 220, Room 129, NPS.

(2) Older children left in charge of younger brothers and sisters must meet the criteria in paragraphs 5.a. through 5.d. Parents should use the guidelines in enclosure (1) to determine their child's ability to care for themselves and others. All questions should be answered in the affirmative before leaving a child to care for a younger brother or sister.

f. Specific Guidelines for Supervision Outside the Home

(1) No child nine years of age and under (or any child, regardless of age, if unable to exit a vehicle unassisted in case of an emergency) will be left unattended in a vehicle at anytime. Temperature, ventilation requirements, circumstances and maturity should always be considered before leaving children unattended in a vehicle, even for brief periods of time.

(2) No child nine years of age or younger will be left unattended in a public facility unless authorized by that facility (e.g., Commissary, Navy Exchange, Youth Center, Gym, Club, etc.).

(3) Children will be supervised while outdoors to ensure safety. For this reason, children are not allowed to play in or near high density traffic areas, near railroad tracks, construction areas, ponds, lakes, embankments, ravines, areas marked "Off Limits", or other areas of obvious risk or danger. In addition, it is unsafe for any person to be in any unlit area at night.

(4) Children under the age of six found outdoors or seen wandering unsupervised away from the vicinity of their quarters will be immediately brought under the protective custody of a knowledgeable adult and/or a NPS Police Officer who will immediately return the child to the parents.

g. Exceptional Family Member (EFM). EFMs (e.g., those with physical and/or mental restrictions) will receive proper care and supervision at all times regardless of age and circumstances.

6. Procedures

a. Under California law, certain professionals are required or mandated to be child maltreatment reporters (e.g., medical

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practitioners, child care providers, youth services/school-age care employees, teachers, non-medical practitioners, and employees of child protective agencies).

b. Any person may report a case of suspected child maltreatment at any time. Anonymous calls will be accepted; however, the Command would prefer to obtain the identity of the caller in order to secure additional information if needed. Contact the POM Police at (831) 242-7851 to make all reports of neglect or abuse.

c. POM Police will take action to ensure the safety of the child(ren).

d. If an investigation reveals that a child is at risk, the Family and Children's Services, Monterey County Department of Social Services will be contacted and the child will be placed in foster care. The case will subsequently be turned over to Family and Children's Services.

e. A child left alone or without proper care for a period exceeding 24 hours will be considered abandoned. Family and Children's Services, Monterey County Department of Social Services will be notified, and the child will be placed under the department's jurisdiction for the purpose of Foster Home placement.

7. Education. A variety of educational services regarding childcare, etc., is available at the Fleet and Family Support Center (FFSC).

8. Action

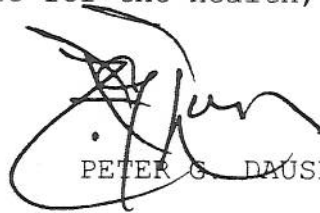
a. Director, Fleet and Family Support Center (FFSC). Responsible for the Family Advocacy Program (FAP) at NPS.

b. POM Police. Responsible for detection, response, and temporary protective custody of unsupervised or unattended children found on base.

c. Point of Contact. To report allegations of child maltreatment, abuse, and neglect, contact the POM Police. Law enforcement will report each case via blotter to the Family Advocacy Representative (FAR). Appropriate cases will be

reviewed and assessed by the FAR. All cases involving Army and Air Force not attached to NPS will be referred to Army Community Services for evaluation and appropriate action.

d. Parents. Responsible for the health, safety, and welfare of their children.



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Distribution:

<http://intranet.nps.navy.mil/code00/Instructions/index2.html>

HOME ALONE CHECKLIST

STEPS TO DETERMINE IF YOUR CHILD IS OLD ENOUGH TO CARE FOR HIM/HERSELF OR CARE FOR OTHER CHILDREN

Step 1. Does your child know the following?

a. Identifying information:

- * his full name
- * his full address
- * directions to his home
- * his phone number

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

b. Important phone numbers:

- * Police department/Federal Police - 911
- * Fire department - 911
- * Poison control - (800) 876-4766
- * Parents' phone numbers at work
- * Back-up person, neighbor, etc.

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 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 parents are home?

d. Lock 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 his/her own key(s), make sure they are not visible. A child wearing a key around his neck is a sure sign that he lets himself into the home. The child who wears a key becomes vulnerable to strangers.

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

- a. What would your child do in case of a fire?
- b. What is he/she supposed to do if injured? Is he/she allowed to cook on the stove? If so, what would he/she do in a cooking accident?
- c. Is he/she allowed to answer the door or play outside?
- d. What would your child say if a stranger approached him/her?
- e. What would he/she do if the electricity went off in the house?
- f. Does he/she call you when getting home from school?
- g. Is your child allowed to leave the home and visit friends, or have friends over?

- Step 3.** If your child is caring for younger siblings, (brothers and sisters) ask yourself the following:
- a. Has authority been given to one child to act as the leader?
 - b. What form of discipline do your children use between themselves 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:
- a. Is your child afraid to stay home by him/herself?
 - b. Has he/she ever played with fire or dangerous objects?
 - c. Does he/she have a handicap which requires special care and supervision?
 - d. Does he/she have unexplained seizures, blackouts, or show violent aggressive behavior?
 - e. Has your child told you that he does not want to stay home alone?
 - f. Are you inaccessible by telephone?
 - g. Does your child go easily to strangers?
 - h. Do you live in an unsafe neighborhood?

Any questions or concerns may be addressed to the Fleet and Family Support Center.

**SPECIAL POWER OF ATTORNEY
PREPARATION WORKSHEET**

The following individuals are eligible to receive power of attorney preparation from the Staff Judge Advocate Office:

- (1) U.S. active duty military members and their family members who possess valid U.S. military ID cards.
- (2) U.S. retired military members and their family members who possess valid U.S. military ID cards.
- (3) Non-U.S. military students and their family members who possess valid U.S. military ID cards.

WORKSHEET

Your full name: _____

Branch of the military service (military member): _____

Location of assignment (active duty military member): _____

Status: ___ Active duty military member
 ___ Retired military member
 ___ Military family member
 ___ Non-U.S. military member
 ___ Non-U.S. military family member

Your social security number: _____

Your telephone number: _____

The name of the person you are giving power of attorney to:

Their address: _____

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Their telephone number: _____

Your bank's name: _____

City and state where your bank is located: _____

Your bank account number: _____

Duration of Power of Attorney: _____

The special Power of Attorney will be for:

___ (1) Emergency medical care of children:

Name(s) of child(ren):	Age(s):
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Any limitations? _____

___ (2) Buy/sell/lease/register an automobile:

Year/make/model/description of automobile: _____

Vehicle Identification Number (VIN): _____

State where automobile is or will be registered: _____

___ (3) Ship/receive household goods/personal property:

Address where goods will be shipped from/to: _____

___ (4) Purchase/sell real property:

City and state where property is located: _____

Property description: _____

Price limitations: _____

___ (5) Other: _____

