

**U.S. NAVAL SEA CADET CORPS
REGION 3-4**

202.01

Standing Operating Procedure

**ADULT
SUPERVISION**

Headquarters, Region 3-4
Office of the Director
NEW YORK CITY, LONG ISLAND
NORTHERN NEW JERSEY

01 FEB 2014



REPLY TO
ATTENTION OF

U.S. NAVAL SEA CADET CORPS
HEADQUARTERS, REGION 03-4
NEW YORK CITY, LONG ISLAND
NORTHERN NEW JERSEY

REGION 3-4

01 Mar 14

MEMORANDUM FOR RECORD

SUBJECT: Adult Supervision – Standard Operating Procedures (SOP 202.01)

1. REFERENCES: NA.

Definitions

a. SUPERVISION: the action or process of watching and directing what someone does or how something is done: the action or process of supervising someone or something.

b. Supervision of cadets is done by currently enrolled adult members of the NSCC.

2. GENERAL

This SOP covers the requirements for supervision of our young sea cadets and league cadets. This SOP also set the standards for how units in the region will supervise cadets and activities at the unit level.

3. PURPOSE

To clarify requirements for supervision of cadets. While this policy may add to standing requirements imposed by National Headquarters, it will not detract from or negate any such policy or directives.

4. SCOPE

This SOP is applicable to all personnel assigned to or attached to the Region 3-4, USNSCC.

5. RESPONSIBILITY

It is the responsibility of each Commanding Officer or whomever the Commanding Officer deems responsible, for maintaining this SOP. It is the responsibility of unit Operations Officer to implement this SOP. While Authority may be delegated, Responsibility always rests with the Commanding Officer.

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6. EXECUTION

a. Participation. Only those NSCC officers, midshipmen, instructors, who are currently enrolled may supervise cadet activities. Personnel in retired status and adult volunteers who perform escort evolutions are eligible to participate in the planning, preparation and conduct of functions in the capacity of escorts so long as there is an “enrolled” adult present also. No un-enrolled adults are authorized to work with or supervise any cadet(s) unless a qualified, enrolled adult is present at all times.

b. Exceptions: NONE.

7. POLICY

No cadet or group of cadets will go unsupervised.

No group of cadets will go unsupervised at a drilling activity for more than a “reasonable” period of time. “Reasonable” period of time is generally five or ten minutes. If there are five working details in five different locations, it is reasonable for there to be one adult at a location in proximity to the various locations so long as the cadets know there is some watching and cadet leaders know there is someone to go to in case the unexpected should occur. CO’s and XO’s are responsible for paying periodic visits to training locations to ensure compliance with this SOP.

To be clear, it is the policy of this command that we mentor our cadets and instill within them the values infused in the NSCC and NLCC programs while keeping in mind that these cadets regardless of rank are still children, both physically and legally. It takes mere minutes for the unexpected to go wrong and once done cannot be undone. When dealing with youth ages 11-17 the unexpected should always be the expected.

We expect teen-aged children to exercise leadership qualities; but, in order to do so, they require constant monitoring and supervision for a number of reasons that should be obvious. There is a fine line between prudent and effective leadership and bullying and abuse of power. There are also (sometimes) social boundaries being crossed; Example: cadet A is the younger brother or sister of cadet B or cadet B is a high school junior or football captain and cadet A is not. When cadet A is put in charge of cadet B the table are essentially turned and our cadets B often have a problem with that, resulting in mocking, taunting or refusal to follow cadet A’s instructions. This does not happen when an adult is present. Cadets in leadership positions should be permitted to give direction, make corrections and fulfil the part of the leadership position to which they are charged

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but there should **ALWAYS** be a qualified adult leader present to oversee and observe his or her actions to ensure they are appropriate and to provide guidance or correction where necessary and to maintain good order and discipline. Remember: kids will be kids, whether in a sea cadet uniform or not.

Legally, unattended youth are a deep dark pit waiting for you to fall into. An allegation or complain to a parent of harassment, inappropriate conduct, sexual impropriety, use of obscenity, insulting or defamatory conduct will give rise to one fundamental question: **“who was in charge and where were the adults?”** If you exercise a misguided policy of letting the cadet supervise their own, you have just opened the door for a law suit and irreparable damage to the reputation of the Sea Cadet Corps not to mention a great deal of money out of your pocket. If you get sued and it is proven that you failed to take appropriate measures to prevent the questionable behavior or provide adequate supervision, do not expect the NSCC or the Navy League to come to your defense.

Lack of proper adult supervision is a valid justification for a host organization (Navy, Navy League, VFW, etc.) to throw a NSCC unit out of their facility. They don't need the law suit or bad publicity either.

Based on observations, there is no shortage of adult volunteers who can be enrolled and fill these roles while permitting the department heads to devote their time to administrative and unit requirements.

We have a “responsibility” to provide our cadets with a safe environment free of sexual or other forms of harassment, bullying, hazing and other conditions that are not conducive to learning, team building and developing self-esteem. Parents expect nothing less and failure to keep our promise to our cadets and our parents is unacceptable.

8. This SOP remains in effect until cancelled or superseded by the Regional Director.

/s/
FORREST WOODWARD
LCDR, USNSCC
DIRECTOR, REGION 03-4