



**DEPARTMENT OF THE NAVY**

U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY  
PSC 817 BOX 1  
FPO AE 09622-0001

NAVSUPPACTNAPLESINST 1754.4  
N00/N96  
20 May 2026

NAVSUPPACT NAPLES INSTRUCTION 1754.4

From: Commanding Officer, U.S. Naval Support Activity, Naples, Italy

Subj: MANAGEMENT AND RESPONSE TO INCIDENTS INVOLVING YOUTH

Ref: (a) OPNAVINST 3120.32D CH 1  
(b) U.S. Navy Regulations, 2015, 0702  
(c) NAVSUPPACTNAPLESINST 5800.3B  
(d) NAVSUPPACTNAPLESINST 1754.7C  
(e) DoWEA Regulation 2051.1 CH2  
(f) OPNAVINST 1700.9E CH-1  
(g) DoWEA AI 3030.01  
(h) NAVSUPPACTNAPLESINST 3100.6A  
(i) DoWI 6400.10  
(j) DoWM 6400-1, Vol 1

Encl: (1) U.S. Naval Support Activity, Naples, Italy Multidisciplinary Team (MDT) Membership  
(2) U.S. Naval Support Activity, Naples, Italy Multidisciplinary Team (MDT) Process Infographic  
(3) Definitions

1. Purpose. This instruction provides guidance and procedures for the appropriate response and follow up of incidents involving youth within the jurisdiction of U.S. Naval Support Activity (NAVSUPPACT), Naples, Italy, installations.

2. Definitions. See Enclosure (3)

3. Scope

a. This instruction is applicable to all individuals, military or civilians onboard NAVSUPPACT Naples and family members and guests, thereof. This instruction is not intended to and does not: create any rights or entitlements; confer defenses in favor of any individual; and may not be relied upon by any person, organization, or other entity to allege a denial of rights or remedies. It places no limits on the lawful prerogative of the Commanding Officer (CO), NAVSUPPACT Naples, Italy, or its officials. Authority to implement this policy derives from references (a) and (b).

b. Direction, guidance and information contained within this instruction is not a substitute for established security or force protection procedures, nor is it a replacement for professional medical or mental health advice, diagnosis, or treatment. Contact installation security forces immediately in the event of active terrorism, physical security, law enforcement events. In the event of an emergent medical or mental health emergency, seek immediate medical help. FAP is to be contacted in the suspicion of any child abuse or neglect.

c. Moral and legal obligations require appropriate measures to safeguard the welfare of children by ensuring they are not left unsupervised in a situation that exceeds their maturity level. Parents and guardians have primary responsibility for appropriate and adequate supervision of their minor family members and guests at all times, whether on or off base, to ensure they are safe and pose no danger to themselves, others, or the public peace by their actions. Proper supervision of youth is a proven factor for reducing misconduct or serious injury.

d. Violations of this policy may lead to administrative or disciplinary action. Every effort will be made to handle alleged violations with maximum deference to parental rights. Suspected cases of child neglect will be referred to the appropriate chain of command, and the Family Advocacy Program, as appropriate. Military members who violate the provisions of this instruction may be subject to the Uniform Code of Military Justice and other administrative actions. Civilians (as defined in enclosure (3) who violate this instruction shall be subject to administrative action as defined in reference (c).

4. Discussion. The overseas community differs from Continental United States (CONUS) military and civilian environments in many ways. In CONUS, the COs seldom become aware of minor children's misconduct through official channels, as in most cases primary responsibility for law enforcement resides with the state. On the installations outside CONUS, the CO is responsible for safety and law enforcement. Per reference (a), it is incumbent on the CO to ensure the safety and welfare of minor children.

5. Policy. It is the policy of the CO NAVSUPPACT Naples to ensure the safety, well-being, and rights of children in all incidents. All personnel shall follow established procedures for immediate response, documentation, and reporting of threats to safety or well-being of members of the NSA Naples Community.

#### 6. Guidelines

a. Parents/guardians must know the location of their children and minor guests at all times (see reference (d)). The community should be vigilant about unsupervised children.

b. Supervision: Parents/guardians are primarily responsible for the behavior, safety, discipline, and well-being of their children, regardless of age. Minors violating restrictions will be detained until a parent/guardian assumes custody. General restrictions apply (see supervision chart in reference (d) for all NAVSUPPACT Naples installations). DoWEA schools and CYP (see references (e) and (f) respectively) have separate supervision and disciplinary rules.

7. Specific on installation restrictions

a. Barracks. Off-limits to all children under the age of 18 years.

b. Pools. Children under 12 must be accompanied by an adult or guardian (over 18). Youth between the ages of 12 to 17 must have the Navy Youth Swim License to be at the pool unsupervised. Swim licenses are administered by Morale, Welfare, and Recreation (MWR) lifeguards.

c. Theaters. Per MWR policy, movie ratings shall be enforced. Children under 13 years of age must be accompanied by a parent or legal guardian to all movies. No child under 10 will be admitted to R rated movies. Youth under 17 must be accompanied by a parent or guardian for admission to an R rated movie.

d. Fitness Spaces. Youth 16 and 17 years of age may be unsupervised in fitness spaces. For those children 15 years and younger please see the MWR Fitness Age Authorization for details.

8. Procedures. Initial actions for incidents involving youth are summarized below. This instruction does not supersede existing DoWEA authorities or procedures within CNIC installations and encourages multidisciplinary collaboration between DoWEA and installation leadership. Enclosures (1) and (2) capture the supporting MDT process. Certain urgent issues require immediate actions. The purpose of the MDT is not to handle immediate mitigating action, but to evaluate the issue/event and establish a path and plan that includes issue remediation and rehabilitation.

a. Immediate Response:

(1) Firearm/violence threats: Take seriously. Report immediately to chain of command, DOW law enforcement, security, medical/mental health. Remember "Run, Hide, Fight" for active shooter.

(2) Ensure safety of children/youth and personnel.

(3) Secure the incident scene.

(4) Provide first aid.

(5) Mental Health Crisis (DoWEA): Threat assessment/MTF referral often needed. Installation issues need FAP/MTF assistance and MDT review.

(6) Problematic Sexual Behavior – Child/Youth (PSB-CY): MDT isn't always needed. Follow PSB-CY references (i) and (j).

(a) Monitor safety of all youth involved.

- (b) Designate FAPR as MDT lead (IAW ref (i)).
- (c) Recommend intervention/services/case management.
- (d) Coordinate parent/guardian engagement.

(7) Suicidality:

- (a) Remain calm, listen, be nonjudgmental.
- (b) Focus on concern, reassure them that help is available.
- (c) Provide constant supervision, remove means for self-harm.
- (d) Contact MTF for evaluation and support.

(8) Violent/Unstable Behavior (Student in DoWEA):

- (a) Requires prompt, calm intervention.
- (b) Signs: temper loss, threats, vandalism, substance abuse, aggression, social rejection.
- (c) Focus on safety of all youth nearby.
- (d) Maintain calm, set limits, de-escalate, get help from colleagues, security, or counseling.
- (e) DoWEA specialist evaluates student. May request installation support for IEP/504 plan.
- (f) DoWEA principal may request MDT to evaluate options if corrective actions fail. MDT may recommend actions to CO NAVSUPPACT (e.g., counseling, disbarment, early return).

(9) Violent/Unstable Behavior (youth on installation, not DoWEA):

- (a) Requires prompt, calm intervention.
- (b) Signs: temper loss, threats, vandalism, substance abuse, aggression, social rejection.
- (c) Focus on safety of all youth nearby.
- (d) Responding adults remain calm, set limits, de-escalate, get help from installation security.

(e) Security will detain minors exhibiting behavior until a parent/guardian assumes custody.

(f) Security may request MDT to review the incident and determine if counseling services or medical evaluation are needed.

(g) The installation MDT may recommend corrective actions to CO NAVSUPPACT (e.g. mandatory counselling, disbarment from the installation, or direct early return of dependent if the student's pattern of dangerous behavior continues to represent a danger to other youth)

b. Notification and Reporting:

(1) Report the incident immediately to the designated senior officer or command authority. There may be higher headquarters reporting for both DoWEA and NAVSUPPACT Naples such as Director's Critical Information Requirements and Serious Incident Reports (DCIRs and SIRs); and Commander's Critical Information Requirements and Significant Event Reporting (CCIRs and SERs) respectively. See references (g) and (h) for specific reporting and timeliness requirements. Coordinating NAVSUPPACT processes with existing DoWEA critical incident reporting guidelines will ensure seamless integration and cooperation to avoid conflicts and foster cooperation in dealing with incidents involving youth.

(2) Contact NSA Naples Dispatch if criminal activity is suspected. Non-Emergency: +39 081 568 5638 Emergency: +39 081 568 4911.

(3) Any person who suspects that a child or youth is being abused, neglected, or is otherwise in danger MUST immediately report the information to:

(a) Family Advocacy Representative (FAR).

(b) NAVSUPPACT Naples Security.

(c) Document the incident comprehensively, including the time, location, persons involved, and nature of the incident. Reports can be made anonymously, but providing contact information allows for follow-up and clarification.

(d) In incidents involving military dependents, NSA Naples Security or the Family Advocacy Program (FAP) will ensure the sponsor's specific chain of command is notified of the incident and any subsequent MDT activation.

c. Multi-Disciplinary Team (MDT) Activation:

(1) The Commanding Officer or their designee will convene the MDT as soon as possible after receiving a report of a serious incident involving one or more youth, or a request from the affected school principal or assistant principal (see enclosure (1)). MDT may be conducted via Microsoft TEAMS virtual meeting to accommodate dispersed participant locations and schedules. TEAMS meeting information will be promulgated from the CO's front office team.

(2) The MDT will:

(a) FAR or SL will present the case-overview of the incident, actions up to this point, allow stake holders to get up to speed and ask questions.

(b) Assess and recommend immediate and long-term actions to promote the safety and well-being of the youth involved.

(c) Stakeholders shall develop a coordinated response plan, including investigative steps, medical evaluations, protective measures, and support services.

(d) Assign specific responsibilities to MDT members.

(e) The SL will develop meeting minutes to capture the developed plan, CO's direction, follow-up actions, and intent to reconvene the MDT virtually to review the progress of the response and adjust the plan as necessary. Meeting minutes are generally due within five working days of the board and will be routed in ETMS 2 via the Admin Department for CO signature.

(f) FAPR or SL will coordinate with the NSA NAPLES front office team to schedule follow-up meeting(s) of the MDT as needed.

(3) Responsibilities for Core MDT team members:

(a) Commanding Officer, NAVSUPPACT Naples: Provides overall command oversight and ensures compliance with this instruction.

(b) Executive Officer, NAVSUPPACT Naples: Assists the Commanding Officer in overseeing the implementation and execution of this instruction.

(c) DoWEA school principal and assistant principal: Provide information from the school as required including background information, requests for assistance, details on actions taken and applicable DoWEA policy.

(d) Security Officer (SECO): Responsible for initial response to incidents, securing the scene, and notifying appropriate authorities, including NCIS.

(e) Naval Criminal Investigative Service (NCIS): Conducts investigations into allegations of child abuse, neglect, and other criminal offenses involving youth.

(f) Family Advocacy Program (FAP): Provides prevention, intervention, and treatment services to families experiencing child abuse, neglect, or domestic violence. Participates in the MDT and provides clinical expertise.

(g) Medical Treatment Facility (MTF): Provides medical evaluations, treatment, and documentation for youth who may be victims of abuse or neglect. Participates in the MDT and provides medical expertise.

(h) Staff Judge Advocate: Provides legal advice and support to the command and the MDT regarding legal issues related to child welfare and safety.

(i) Chaplain: Provides pastoral counseling and support to individuals and families affected by incidents involving youth.

(j) School Liaison (SL): Liaises with schools regarding student welfare, academic progress, and any potential safety concerns.

(k) Child and Youth Programs – Installation CYP Director: Ensures compliance with safety standards and reporting requirements within Child and Youth Programs.

(l) Sponsor's Commanding Officer or Command Representative: Invited to participate in MDT meetings on an ad-hoc basis when an incident involves a dependent belonging to their command, to ensure coordinated rehabilitative and administrative actions.

d. Support and Intervention:

(1) Offer counseling and support services to affected children, youth, and their families. The FAP will provide a range of services to children and families affected by incidents of abuse or neglect, including:

(a) Individual and family counseling.

(b) Parenting education.

(c) Anger management.

(d) Victim Advocacy.

(e) Offender treatment.

(2) NAVSUPPACT Naples MTF will provide medical care and evaluations as needed.

(3) The Chaplain will provide pastoral counseling and support.

(4) The School Liaison will coordinate with schools to ensure the youth's educational needs are met.

(5) Coordinate with Family Advocacy Program or local authorities as required.

e. Investigation:

(1) Recommend an internal investigation be conducted following established protocols:

(a) The MDT will determine the appropriate course of action for assessment i.e.: school threat assessment, FAP assessment, or Medical assessment.

(b) Preserve evidence and interview witnesses or involved parties as appropriate, refer as appropriate to SECO.

f. Remediation and rehabilitation:

(1) The CO NAVSUPPACT Naples (in coordination with DoWEA installation leadership) is required to ensure the safety, well-being, and rights of children in all incidents. The CO may initiate immediate corrective action for misconduct to maintain order and efficiency within NSA Naples, but as a normal course of action the CO will seek understanding of the conduct issues in order to correct errant behaviors or actions.

(2) It is a core task of the MDT to recommend to the CO and DoWEA leadership possible immediate and rehabilitative action(s):

(a) Immediate Actions:

1. Coordination with DoWEA installation leadership for immediate actions to protect students and staff. This may include NCIS threat assessments of the youth to evaluate potential risk factors for the safety of NSA Naples personnel.

2. Temporary disbarment from the base for youth issuing threats of violence.

3. DoWEA installation determination of feasibility for implementing “one-to-one” teaching settings to accommodate educational, behavioral, or mental health issues.

(b) Rehabilitative follow up actions:

1. Professional counselling for educational, behavioral, or mental health issues.

2. Transition to home bound services.

9. Training. All personnel shall be offered annual training on policies, procedures, and children/youth protection protocols through Family Advocacy Program, which will be tracked through rosters.

10. Record keeping and confidentiality. All reports and documentation related to incidents involving youth shall be maintained securely and only accessible to authorized personnel. Confidentiality shall be preserved in accordance with applicable regulations and privacy policies.

11. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the Department of

the Navy Assistant for Administration, Directives and Records Management Division portal page at: <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact the local records manager or the OPNAV Records Management Program (DNS-16).

12. Review and Effective Date. Per OPNAVINST 5215.17A, NAVSUPPACT Naples will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, Department of War (DOW), Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 10 years unless revised or cancelled in the interim and will be reissued by the 10-year anniversary date if it still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.

RANDAZZO.J Digitally signed by  
RANDAZZO.JOHN.L  
OHN.LUCIAN UCIAN.1035461376  
.1035461376 Date: 2026.05.20  
09:18:06 +02'00'

J. L. RANDAZZO

Releasability and distribution:

This instruction is cleared for public release and is available via the NSA Naples website: <https://cnreurafcnt.cnic.navy.mil/Installations/NSA-Naples/About/Installation-Guide/Department-Directory/N1-Administration-Department/Instruction>

U.S. Naval Support Activity, Naples, Italy Multidisciplinary Team (MDT) Membership

MDT activation event	MDT Core Leadership / Inst Triad (Rep, DoWEA Principal(s), FAP)	Security	Safety	FFSC / FAP	NAVHOSP Medical or Mental Health Specialist	CYP-Installation Director	School Liaison	JAG	PAO	Chaplain	Notes
DoWEA Principal(s) and Command Triad Summit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MDT organization mtg	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Violent or dangerous child or youth (minor aged)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Suicidality	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	FAP will act as MDT lead
PSB-CY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	FAP will act as MDT lead
Safety Issue at school	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Accidental death / significant injury of CY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Vandalism	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Protests / MOB / Riots	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Incident involving LN child	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
DoWEA Support request (ADHOC)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Members as needed

MDT operating concepts

1. NAVSUPPACT Naples command triad, DoWEA school principals, or the CYP installation director may activate the MDT to respond to and support critical incidents such as: events involving CY that meet CCIR/SER or DCIR/SIR reporting requirements, PSB-CY, suicidality, active shooter or weapons, or accidental CY death.
2. Circumstance may require MTF, Security, or FAP to participate in the MDT.
3. AD Hoc MDT meetings may be convened on an as needed basis, with selected MDT members.
4. The MDT will meet on a bi-annual basis for updates, organization, and review / follow-up of MDT actions (July and Dec to precede school semester commencement.)

U.S. Naval Support Activity, Naples, Italy Multidisciplinary Team (MDT) Process Infographic

Naples Joint Multidisciplinary Team (MDT) Process		for youth
<b>Multidisciplinary Team Members</b> <ul style="list-style-type: none"> <li>• Installation Command Triad</li> <li>• Staff Judge Advocate (SJA)</li> <li>• Family Advocacy Program (FAP)</li> <li>• Child and Youth Programs (CYP)</li> <li>• Department of War Educational Activity (DoWEA)</li> <li>• Law Enforcement (Security, CID, and/or NCIS)</li> <li>• Ad Hoc Members</li> </ul>		<b>Multidisciplinary Team OBJECTIVES</b> <ul style="list-style-type: none"> <li>• Team review of reported behavior / action</li> <li>• Identify corrective and preventative measures</li> <li>• Determine Organization(s) with primary responsibility for action. Resolution may be Joint (Installation and DoWEA)</li> <li>• Recommend Service Support requirements</li> <li>• Investigate and determine if behavior /action meets threshold for disciplinary action</li> </ul>
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px; background-color: #0056b3; color: white; border-radius: 10px;">Referral</div> <span>→</span> <div style="border: 1px solid black; padding: 5px; background-color: #0056b3; color: white; border-radius: 10px;">MDT Activation</div> <span>→</span> <div style="border: 1px solid black; padding: 5px; background-color: #0056b3; color: white; border-radius: 10px;">Meet as needed</div> <span>→</span> <div style="border: 1px solid black; padding: 5px; background-color: #0056b3; color: white; border-radius: 10px;">Case review process</div> </div>		
<b>School-only Issues</b>	<b>School and Installation issues</b>	<b>Installation only issues</b>
<b>Examples include:</b> <ul style="list-style-type: none"> <li>• Violations of DoWEA and school policies</li> <li>• Tardiness</li> <li>• Unexcused absence</li> <li>• Chewing gum</li> <li>• Spitting or eating food in class</li> <li>• Running or horseplay in the halls or classrooms</li> <li>• Use of offensive language</li> <li>• Disrupting class</li> <li>• Bus behaviors</li> <li>• Risk/threat assessments</li> <li>• Issues that meet DoWEA Director's Critical information Reporting requirements (DCIRs)</li> </ul>	<b>Examples include:</b> <ul style="list-style-type: none"> <li>• Violations of combined policies</li> <li>• Protest/mob/riot/active shooter /hostage//armed barricaded suspect</li> <li>• Suspicious package, suspected explosive device</li> <li>• Suspected DUI, hit and run, traffic accident</li> <li>• Threats (telephonic or written)</li> <li>• Fire Alarm or building activation</li> <li>• HAZMAT spills (fuel/oil/chemical)</li> <li>• Surveillance/suspicious activity</li> <li>• Trespassing/unauthorized access</li> <li>• Animal incident</li> <li>• Vandalism</li> <li>• Problematic Sexual Behaviors – Children and Youth reviews</li> <li>• Suicide Ideations or attempts</li> <li>• Accidental Death</li> </ul>	<b>Examples include:</b> <ul style="list-style-type: none"> <li>• Violations of DOW, DON, CNIC, or NSA Naples policy directives</li> <li>• Burglary</li> <li>• Shoplifting</li> <li>• Issues that meet Commander's Critical information Reporting requirements (CCIRs)</li> </ul>
<b>Mandatory MDT Team Issue examples include:</b>		
<ul style="list-style-type: none"> <li>• Suicide (ideations or attempts) or accidental death</li> <li>• Incidents involving serious injury, drugs, alcohol, firearms, ammunition, knives or other weapons</li> <li>• Problematic Sexual Behaviors – Children and Youth</li> <li>• DoWEA school bus emergency incident</li> <li>• School site vandalism</li> <li>• Repeated tardiness, unexcused and excessive excused absences</li> </ul>		
<b>Examples of potential consequences and supports required or recommended:</b>		
<ul style="list-style-type: none"> <li>• Base privileges temporarily revoked</li> <li>• Disbarment (Permanent loss of base privileges)</li> <li>• School detention/ suspension / expulsion</li> <li>• Counselling</li> </ul>		<ul style="list-style-type: none"> <li>• Psychological reviews</li> <li>• Community service for parent and child</li> <li>• Early return of dependent(s)</li> </ul>
<b>For more information</b> Contact the School Liaison at <a href="mailto:NaplesSLP@us.navy.mil">NaplesSLP@us.navy.mil</a> or 081-811-6549		

## **DEFINITIONS**

**504 Plan** - A 504 plan is a legal document under Section 504 of the Rehabilitation Act of 1973 that provides accommodations and modifications to students with disabilities, allowing them to access and benefit from their education in public schools. It is a civil rights law that prohibits discrimination against individuals with a physical or mental impairment that substantially limits one or more major life activities, such as learning, speaking, or concentrating. The plan is developed by a team familiar with the student's needs to ensure they receive appropriate aids and services for a Free Appropriate Public Education (FAPE).

**Adult** - An individual who is 18 years of age or older and regarded in the eyes of the law as being able to manage his or her own affairs.

**CCIRs and SERs** - Commander's Critical Information Requirements (CCIRs) are key elements of information that directly affect the CO, NAVSUPPACT Naples decision-making process and require immediate notifications to him or her. Significant Event Reporting (SERs) are primarily for situational awareness and do not require immediate notification to the Commander and are provided at the daily morning turnover brief with the NAVSUPPACT Naples, Executive Officer (XO). (NAVSUPPACTNAPLESINST 3100.6A applies).

**Child(ren)** - An individual or individuals birth to 5 years of age for whom a parent, guardian, foster parent, caregiver, employee of a residential facility, or any staff person providing out-of-home care is legally responsible. This includes a biological child, adopted child, stepchild, foster child, ward, or a sponsor's family member who is incapable of self-support because of a mental or physical incapacity, and for whom treatment in a DOW medical treatment program is authorized.

**Civilians** - Individuals (minors and adults) that fall into the following categories: non-military, DOW employees and family, DoWEA employees and family, families of contractors whose parent companies are contracted by a DOW or DoWEA entity onboard NAVSUPPACT NAPLES, and Local Nationals paying for youth enrollment in DoWEA schools onboard NAVSUPPACT NAPLES.

**DCIRs and SIRs** - Director's Critical Information Requirements (DCIRs) are events determined by the DoWEA director to warrant immediate, or, as soon as practical, notification to the DoWEA chief of staff. The reporting agents for serious incident reports (SIRs) are the school principal and assistant principal. While DCIRs and SIRs have distinct reporting criteria, both require documentation of reportable incidents involving DoWEA students, support personnel, teachers, sponsors, legal guardians, volunteers supporting DoWEA activities, and parents of DoWEA students (collectively known as, and referred to in this issuance, as "DoWEA-affiliated personnel"); DoWEA-owned and DoWEA-leased property within DoWEA jurisdictions (including school buses); violations of local or host nation laws, or any incident involving DoWEA-affiliated personnel that may result in increased media coverage.

**Disruptive Behavior** - Disruptive behavior is any action or conduct that interferes with the rights and safety of others, violates social norms, or hinders the proper functioning of a group or

environment, like a classroom or workplace. It can include verbal outbursts, aggression, harassment, and threats, and may be a symptom of underlying issues.

**Emotional disturbance** - Emotional disturbance, as defined by the Individuals with Disabilities Education Act (IDEA), is a condition that significantly impacts a youth's ability to learn and function effectively in educational and social settings. It is characterized by a general pervasive mood of unhappiness or depression, and/or a tendency to develop physical symptoms or fears associated with personal or school problems. This disturbance can manifest as difficulties in building and maintaining relationships, inappropriate behaviors or feelings under normal circumstances, and academic challenges.

**IEP** - An Individualized Education Program (IEP) is a legal document in the United States that provides special education services and supports for students with disabilities in public schools. It outlines a youth's educational needs, sets measurable goals, and describes the specialized instruction, related services, and accommodations necessary for the student to receive a Free and Appropriate Public Education (FAPE) and succeed in school.

**Incident** - Any event or situation involving one or more youth that raises concerns about their safety, well-being, or potential for harm. This includes, but is not limited to, suspected youth abuse, neglect, exploitation, endangerment, problematic sexual behavior, or violations of curfew. (DoWEA AI 3030.01 CH-1 applies).

**Minor Guest** - A minor guest is a child or youth visitor who is temporarily residing with a member of the Armed Forces, DOW civilian, or family member thereof.

**Multi-Disciplinary Team (MDT)** - A team comprised of representatives from various departments and agencies with expertise in youth welfare, law enforcement, medical services, legal support, and social services.

**Reporting Authority** - The designated authority responsible for receiving and processing reports of suspected incidents involving children. This typically includes, but is not limited to, the Naval Criminal Investigative Service (NCIS), the Family Advocacy Program (FAP), and Security.

**Suicidality** - The American Psychological Association defines suicidality as “the risk of suicide, usually indicated by suicidal ideation or intent, especially as evident in the presence of a well-elaborated suicidal plan.” It can also be defined to include suicidal thoughts, plans, gestures, or attempts.

**Supervision** - Supervision is the monitoring of the children's whereabouts and activities per his/her maturity level and with regard to the child's mental and physical capabilities in order to ensure their safety and well-being. See reference (d) for guidance and procedures for the supervision of minor children onboard all NAVSUPPACT Naples, Italy, installations.

**Threat of Violence** - A threat of violence is any statement or action, including gestures, that conveys an intent to cause harm or fear of harm to another person, and is serious enough to

create a reasonable expectation that the threat could be carried out. It does not require the actual use of physical force, the ability to carry out the threat, or the actual harm to occur; instead, the focus is on the communication of the threat and its effect on the recipient.

**Youth** - An unmarried person between 6 and 17 years of age, for whom a parent, guardian, foster parent, caregiver, employee of a residential facility, or any staff person providing out-of-home care is legally responsible. This includes a biological child, adopted child, step-child, foster child, ward, or a sponsor's family member (except the sponsor's spouse) of any age who is incapable of self-support because of a mental or physical incapacity, and for whom treatment in a DOW medical treatment program is authorized.