

## CHILDREN IN THE WORKPLACE

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### **I. Purpose**

To ensure that both an optimal learning environment for students and a workplace environment free from disruptions in job duties are maintained at the College.

### **II. Scope**

This policy applies to all employees, including student employees.

### **III. General**

Except under extenuating circumstances, children will not be permitted in the workplace at the College. The College maintains a procedure that addresses the conditions under which employees may seek approval, on an exception basis, for children to be brought into the workplace.

### **IV. Responsibility**

Responsibility for the interpretation and administration of this policy and the establishment of a procedure governing children in the workplace is delegated to the Executive Director of Human Resources or designee.

Adopted: 3/18/2002 (*original: Children on Campus*)

Revised: 5/21/2018 (renamed: Children in the Workplace), 12/13/2021