

Procedure Title: Presence of Children at BMCC Facilities
Procedure Number: 07-2003-0012
Board Policy Reference: IV.B. Human Resources Direction
NWCCU Standard:

Accountable Administrator: Vice President of Instruction
Position responsible for updating: Vice President of Instruction
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Purpose/Principle/Definitions:

The presence of children in the workplace, whether it is in the classroom or the office, with the employee parent during the employee's workday is inappropriate and is to be avoided except in emergency situations. This policy is established to avoid disruptions in job duties of the employee and co-workers, reduce property liability, and help maintain the company's professional work environment.

If bringing a child to work with the employee is unavoidable, the employee must contact his/her supervisor as soon as possible to discuss the situation and obtain permission to have the child accompany the employee while working. Factors the supervisors will consider are the age of the child, how long the child needs to be present, the work environment in the employee's area, and any possible disruption to the employee's and co-workers' work. Consideration will not be given to allowing a child with an illness to come to work with the employee.

A child brought to the workplace in unavoidable situations will be the responsibility of the employee and must be accompanied and be under the direct supervision of the employee parent at all times.

Children under the age of 16 must be accompanied by an adult while using any BMCC facility, including, but not limited to, the McCrae Activity Center, the computer labs, the Student Union or the Library. An exception will be granted to those students under the age of 16 who are properly enrolled at BMCC.