



## **Policy # 53010**

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### **INFANTS AND CHILDREN VISITATION POLICY**

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**Effective Date: April 1, 1992**

**Reviewed Date: July 8, 2020**

**Responsible Office: Human Resources**

**Division: Operations**

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#### **I. PURPOSE/OBJECTIVE**

To establish guidelines governing the supervision and visitation of infants and children on the campus of Grambling State University.

#### **II. STATEMENT OF POLICY**

The University, as a place of business, respects and supports a conducive work and learning environment, and, as such, does not endorse bringing children to work or in the classroom on a regular basis. Infants, children and minors should only be in the workplace in rare or exceptional circumstances or except at University sponsored/approved events and activities. Children visiting campus for any reason must be under direct supervision by the employee/parent at all times. Employees and students should also adhere to the following guidelines:

- A. Regular visits by children in the workplace/classroom are prohibited.
- B. Permission should be granted by the department head/manager/instructor before bringing the child to work or class. These individuals reserve the right to ask children to leave if they become disruptive.
- C. Children should not be brought into the workplace as a replacement for childcare service.
- D. Children should not be allowed to enter into classrooms, work areas, hallways, libraries, and lounges (except under the above mentioned conditions). Children should never enter chemical laboratories or other hazardous areas.
- E. All safety concerns should be considered when children are in the workplace and their presence must not be a hindrance to productivity.
- F. Failure to adhere to this policy may result in disciplinary action.