

	Policy Number: 630	
	Policy Category: <i>Safety and Health Policies</i>	
	<i>Children on Campus</i>	
	Policy Summary: <i>To codify policy regarding employees' children on campus during working hours.</i>	
	Approval Date: 10/06/2025	Effective Date: Upon Approval
	Policy Owner: <i>Chief Operating Officer</i>	
	Scheduled for Review: <i>Fall 2030</i>	

Policy Statement

Prescott College strives to provide a work and learning environment that helps employees and students balance the demands of work and family. The purpose of this policy is to ensure a productive work and learning environment that complies with health and safety regulations while supporting families with children.

Children, along with their parent or guardian, may visit college offices and facilities (emergency and non-emergency situations), other than classrooms, for limited periods of time when their parent or guardian is conducting routine business at the college. In no event will children be permitted in or around areas where potential hazards exist, including but not limited to, food, biological, and chemical laboratories. It is required that children are always under the supervision of their parent or guardian, and it is the sole responsibility of the parent or guardian to ensure that their child(ren) are properly supervised at all times. This requirement stems from concerns for the safety and well-being of the child(ren). The College does not assume any responsibility for the caregiving or supervision of children on campus.

Students, faculty, and staff who are parents or guardians with emergency childcare needs requiring their child(ren) to accompany them to class or work, must first request, and receive permission, from their instructor or supervisor within a reasonable timeframe. The instructor or supervisor should exercise discretion in granting this permission by considering the following factors: frequency of requests; age and/or behavior of the child; duration of the visit; nature of the classroom/work environment; and whether the environment offers a quiet and safe area in which the parent or guardian can supervise the child without interrupting or impeding on others' workspace, attention, or time.

The instructor/supervisor is not obligated to grant permission and their decision is final. In matters related to College employees, the supervisor may work with the employee, when deemed appropriate, to offer an alternative working arrangement if the child is not permitted to be in the work environment, such as working alternative hours or remotely.

Definitions

Children: a person under the age of eighteen (18).

Reason for Policy**Responsibilities**

For following policy:	All employees and students
For enforcement of policy:	All supervisors and faculty
For oversight of policy:	Chief Operating Officer
For procedures implementing the policy:	Director, Human Resources
For notification:	Policy Librarian

Procedures**Cross Referenced Policies****Revision History**