

From: HOSTOS PUBLIC SAFETY

Sent: Tuesday, February 19, 2019 1:31 PM

Subject: The City University of New York\Hostos Community College Policy on Children in the Workplace

The City University of New York\Hostos Community College Policy on Children in the Workplace

As a reminder, please comply with the CUNY Policy regarding children on campus. See below for the summary/highlights as well as the attached CUNY policy in detail.

The college has an obligation to its students, faculty, staff, and visitors to conduct its operations and maintain facilities in a manner consistent with its mission as an institution of higher education. For this reason, children who are not registered in the childcare center should not be brought to the campus and may not attend classes with their parent or guardian.

There may be occasions when brief visits by children of students and employees are necessary. Children may visit college offices and facilities for limited periods of time when their parent or guardian is conducting routine business at the college. Children must never be left unattended and always supervised by their parent or guardian. Regular repeated visits by children are not permitted.

Children are never allowed in labs, shops, construction/repair sites, or other areas where potential hazards exist.

Guidelines

The following guidelines have been established regarding children in the workplace or classroom:

1. Generally, employees should not bring children to the workplace while on duty. Limited exceptions may be considered in emergency or exigent circumstances if the employee has received permission from his or her supervisor.
2. Generally, students should not bring children into the classroom while class is in session. Limited exceptions may be considered in emergency or exigent circumstances if the student has received permission from the faculty member in charge of the class.
3. All children on University property must be supervised at all times. Children should never be left unattended. In the event that a parent or guardian of a child fails to adequately supervise his or her child, the parent or guardian will be asked to remove the child from the premises.
4. Children are not permitted in hazardous locations unless the child is participating in a supervised program sponsored by CUNY such as a tour or field trip.
5. These guidelines do not prohibit children and family members from being in the workplace during University-sponsored events, camps and programs intended for children, families or the community at large.
6. These guidelines do not prohibit children enrolled in elementary, middle and high schools located on CUNY property, children enrolled in CUNY Childcare Centers, or children enrolled in CUNY College Now or other educational programs from being in authorized areas of the University with proper adult supervision.

Definitions

Children: Minors under the age of 18.

Hazardous Locations:

Hazardous locations include, but are not limited to: laboratories, animal areas, workshops, carpentry shops, warehouses, commercial kitchens, laundries, construction areas, file rooms, mechanical rooms, roofs, confined spaces, maintenance and janitorial rooms, boats, service vehicles, and golf carts. Questions regarding these guidelines may be directed to Human Resources, extension 6650, Public Safety Department extension 6888 and/or the Office of the Vice President of Student Development and Enrollment Management, extension 4264.