

CHILDREN ON CAMPUS

(Administrative Procedure 3519)

Introduction

Children are welcome on Feather River College (FRC) campuses and properties in appropriate situations and while actively supervised by a parent, guardian, or responsible adult. This policy outlines the College's approach to ensuring that reasonable steps are taken to protect the study and work environment of the College, and the health, safety, and liability issues associated with children on FRC properties.

Scope

This procedure applies to children under the age of 16 who are not officially enrolled in classes or employed by the College. This procedure does not apply to organized activities such as attending a registered child care facility, after-school care activities, school field trips, and approved programs including, but not limited to, athletic events, theater productions, art programs, and other events targeted to children.

Students under the age of 16 who are officially enrolled have the same rights, responsibilities and privileges of any other student in the classroom and on college properties.

Application

The College seeks to provide an environment which is conducive to study and work. Children must be actively supervised by their parent, guardian, or responsible adult at all times when they are on college properties. (See *"Responsibilities of FRC Staff and Instructors,"* in this administrative procedure.)

Unaccompanied Children

Due to safety and liability issues, except as otherwise defined in this procedure, under no circumstances may unsupervised children be on college properties, including playing, roaming, and occupying campus grounds or buildings. Any College employee who finds an unaccompanied child on college properties should inform Campus Safety of the location of the child.

Restricted Areas

Children (as defined under "Scope" in this procedure) are not allowed in areas where their presence is disruptive or where health, safety, and liability risks are identified:

- Testing centers
- Classrooms (Allowed only with instructor permission when the instructor determines that the presence of the child is suitable and acceptable to all students in the classroom)
- Laboratories and laboratory preparation areas
- Scientific, technical and maintenance work spaces
- Fine or performing arts work spaces or studios
- Areas that contain hazardous chemicals, machinery or equipment
- Commercial kitchens and other food preparation areas
- Gymnasiums and exercise areas
- Library

Other areas may be identified as unsuitable for children as a result of a risk assessment and supervisors of the respective areas are required to inform staff and students of requirements or restrictions.

FRC Transportation Services

Children are not permitted as passengers in any form of District transportation unless they are registered in the class or program (i.e. Upward Bound or Educational Talent Search) for which the transportation is being used, including but not limited to golf carts, college vans, maintenance trucks, and buses. Children involved in field trips through Child Development Center enrollment are required to meet all federal and state child restraint regulations when riding in college vans.

All persons participating in a District-sponsored field trip or excursion must be one of the following: currently enrolled student, an authorized District employee, District contractor, or a volunteer (who has an approved volunteer form on file with the Human Resources Office). Staff may be authorized to travel for the following purposes: field trips and athletic events involving students, District business trips, conferences and professional meetings, and trips authorized by the administration. (*See AP 4300 Field Trips and Excursions*)

Responsibility of the College

- To provide an environment conducive to study and work for all students, staff and visitors.
- To provide a healthy and safe study and work environment for all students, staff and visitors and to comply with legislative requirements.
- To take reasonable steps to assist students, staff and visitors who may have special needs to enable access to facilities and services.

Responsibilities of People Bringing Children into the College

- To take reasonable steps to safeguard the health and safety of the children in their care while on college properties.
- To consider the potential risk to the health and safety of others that may come with bringing children into the College environment and to take reasonable steps to safeguard against those risks.
- To be responsible for the behavior of the children in their care, so as not to disrupt, inconvenience or endanger staff, students or other visitors.

Responsibilities of FRC Staff and Instructors:

To direct removal of a child in accordance with this policy if:

- The child's health or safety is at risk;
- The child is presenting a health, safety or liability risk to property or others;
- The child's behavior is causing undue disruption to the work of students or staff; or
- The presence of a child is unsuitable.

Instructors are responsible to direct the removal of children from their classroom. In the case of public areas, any member of staff on duty has the authority to direct that children be removed from the area.

Students who wish to appeal a specific situation, or who fail to comply, may follow the Code of Student Conduct hearing process as outlined in the FRC Student Rights and Responsibilities Handbook.

Staff and Instructors are not permitted to have their children at work with them while the employee is on work-time. Exceptions may be granted by the employee's supervisor, but an exception shall not result in regular practice.

Last Date of Approval: March 5, 2009