

## **Children in the Workplace Policy**

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NCCC recognizes the value of the family, and we desire to maintain a family-friendly campus. Employees must use discretion, however, when bringing minor family members onto the campus, particularly during normal business hours. Like other community members, minors are welcomed on campus, yet they must never interfere with student learning or with the operations of the college.

In general, visiting children should not be situated in educational or operational spaces for extended periods. They should not be left unattended or left in the care of a coworker. They should not be permitted to distract others with loud behavior. They should not be on campus when they are ill. They should not demand the attention of the employee while the employee is also engaged in workplace duties. If an emergency exists, employees should take leave from work as provided by board policy. Unique situations may be brought to the attention of a supervisor for clarification. Supervisors will exercise discretion over this policy to ensure that the campus remains both family-friendly and productive.

Revised 11/4/2019