



**Office of the President  
University Policy**

<b>SUBJECT:</b> CHILDREN IN THE WORKPLACE	<b>Effective Date:</b> 5-20-08	<b>Policy Number:</b> 4.1.3	
	<b>Supersedes:</b> New	<b>Page</b> 1	<b>Of</b> 3
	<b>Responsible Authorities:</b> Vice President of Facilities Director of Environmental Health and Safety		

**APPLICABILITY**

This policy is applicable to all members of the university community, including all students, faculty, staff and all visitors, contractors and guests to the university or any of its campuses or facilities. Individual university campuses, facilities or organizations may establish more specific procedures consistent with the guidelines of this policy.

**POLICY**

Florida Atlantic University strives to be a family-friendly environment and encourages children and their parents to participate in various recreational and athletic family-oriented programs on our campuses year-round. In addition, all members of the University community are encouraged to remain sensitive to the needs of working parents, and supervisors and managers should be flexible in granting accrued leave to employees who need to make emergency child care arrangements.

As an employer, however, the University cannot permit employees or students to provide child care at the work site, office, lab or classroom. Work s9s1d. ltheir parents to part2not tTY3iudents to provid

The following guidelines are established to minimize potential liability, risk of harm and decreased productivity due to distractions and disruptions:

1. As a general rule, employees should not bring children to the workplace while on duty. Limited exceptions may be considered in the case of an emergency or other exigent circumstance if the employee has received permission from his or her supervisor.
2. As a general rule, FAU students should not bring their children into the classroom while class is in session. Limited exceptions may be considered in the case of an emergency or other exigent circumstance if the student has received permission from the supervising faculty member.
3. All children at FAU should be supervised at all times to avoid risk of injury. Children should never be left unattended.
4. Children are not permitted in hazardous locations unless: (i) a child is participating in a supervised program sponsored by FAU, such as a tour through a building or field trip, and (ii) permission slips indicating informed consent and waiver of liability are signed by the child's parent or legal guardian. Contact the University Attorney's Office at (561) 297-3007, or

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POLICY APPROVAL  
(For use by the Office of the President)

Policy Number:   4.1.3  

*Initiating Authority*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Name:   Tom Donaudy, Vice President, Facilities  

*Policies and Procedures*

*Review Committee Chair*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Name:   Jennifer O'Flannery, Chief of Staff  

*President*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Name:   Frank T. Brogan, President  

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Executed signature pages are available in the Office of the General Counsel