POLICY:
One of the College’s goals is to provide faculty, professional employees, staff and students with a safe working and learning setting that enables them to concentrate and effectively accomplish their job or learning responsibilities free of distractions and interruptions. The CVM administration appreciates the difficulties associated with balancing the responsibilities of parenting with those of working and learning. However, while the CVM administration is supportive of the important responsibility of raising children, we must also ensure that the goals of the College can be completed in the best environment for all faculty, professional employees, staff, and students. The presence of minor children (under 18) in the College can be a distraction for the parent and others, making it difficult to perform one’s responsibilities effectively. There is also the question of liability, should a child be injured in the workplace.

PROCEDURE:
All faculty, professional employees, staff, and students are to follow the guidelines established as follows:

1. Children are allowed in the college only during collegiate or University sponsored events intended for children such as Take your Daughter to Work Day or approved educational opportunities such as participation in the High School Minority Program. The college is not an alternative to regular childcare.

2. If, on rare occasions, an employee cannot avoid bringing children to the College, an adult must supervise them whenever they are in a public area (i.e., anywhere except a private office). The employee must receive approval from his/her supervisor to have children in the workplace. Students must receive approval from their instructors to bring their children into any classroom setting and must be supervised at all times. The supervisor or instructor shall have the right to approve, deny, or limit the child’s visit on a case-by-case basis. Approval is not required for situations when an employee needs to stop by the office briefly to collect mail, return phone calls, or give his/her child a tour.

3. Parents are encouraged to “stay at home” with ill children i.e., fevers, etc. or make alternate child care arrangements, so as not to transmit medical conditions to co-workers and students. Parents in this situation should ask their supervisor about availability of other employees to assist with staffing coverage. Students are encouraged to seek advice from their instructors about alternative learning arrangements.
4. In order to minimize risk of personal injury or exposure to hazardous situations, children are not allowed in research laboratories or either the small animal or large animal clinical areas, i.e., medical imaging, exam rooms, surgical suites, stalls, necropsy, etc.

OVERSIGHT/COMPLIANCE:
Department chairs/Unit directors will be expected to provide oversight of this policy and employees whose children are being disruptive in public areas will be asked to take the child to a private area or take the child from the College.

Attachment: Sick Child Care Options