Children in the Workplace

Coastal Carolina University values its employees and recognizes the importance that families fulfill in their lives. In order to maintain a safe and productive campus environment for all, employees should adhere to the following guidance regarding children in the workplace. For this purpose, a child is defined as a minor under the age of 18. In addition, a parent or guardian is defined as an employee who has responsibility for a non-student, minor child while in the workplace regardless of the employee’s or student’s relationship to the child.

Children may be present for events and University programmatic activities (e.g. camps, sporting events, employee functions inclusive of families); workplace assignments in which one of the conditions of the employment is residency in a campus facility; brief visits; and other special occasions where attendance by children is encouraged.

Parents/guardians should plan accordingly for the care of their children on days when children are sick, on school holidays, school cancellations or other occasions. While an emergency or exceptional situation may arise requiring a parent/guardian to bring a child or children to work for a limited period of time, the University does not expect this to occur on a regular basis. In such cases, the employee bringing the child to work is fully responsible for ensuring the child’s safety and for any and all damage to property or injury to persons that is caused by the child’s presence; assuring the child’s presence does not disrupt their work or interfere with the work of others; and maintaining adult supervision for the child at all times. Parents/guardians cannot bring a child or children to campus if they are sick.

There are certain places on campus in which children are not permitted to be present, as there is great potential for harm to themselves/others or due to regulatory restrictions. These areas include, but are not limited to: laboratories; machine shops, woodworking shops, or other similar workshop areas; mechanical rooms; steam plants; construction areas; maintenance garages or facilities; animal care or animal research facilities; food preparation areas; fitness facilities; high security areas; and areas that are excluded for general employee or student access. Access to laboratory, fitness or other facilities may be granted in limited circumstances such as laboratory/fitness activities under the supervision of instructional personnel or when participating in a campus tour accompanied by a tour guide and a parent/guardian. Such exceptions require the approval of the appropriate Executive Council member.

Employees in need of bringing a child or children into a workplace on an emergency or exceptional basis should contact their supervisor to discuss the ability to accommodate children and should receive supervisory approval before bringing the child to campus. Supervisory considerations when vetting requests may include possible safety hazards, confidentiality concerns and/or potential for workplace disruption.

The University may suspend the allowance of children in the workplace, as deemed necessary, for the protection of the campus community and/or the minor children.

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