

HORRY-GEORGETOWN TECHNICAL COLLEGE

PROCEDURE

Number: 9.3.9.1
Related Policy: 9.3.9
Title: Presence and Safety of Children on Campus
Responsibility: Vice President for Student Affairs

Original Approval Date: 07-08-1999
Last Cabinet Review: 02-08-2017
Last Revision: 02-08-2017

President

I. General Guidelines

At all times, the parents/accompanying adults are solely responsible for children on campus. No employee, student, or visitor to the college shall leave a child unattended at the college, including in campus buildings, on campus grounds, or in a vehicle, nor shall a child be left with a college employee unless that child is enrolled in an authorized program of the college. The college does not supervise children outside of such officially sanctioned programs and neither the college nor its employees, agents, or students may accept responsibility to do so on behalf of the college. It is the responsibility of parents/accompanying adults to ensure that children do not disrupt the educational or work setting and to provide direct, active supervision of children in their care.

II. Presence of Children in Classrooms and Other Areas

Children are not permitted in classrooms except with the specific prior approval of the faculty member responsible for the class. If, however, the presence of the child creates a disruption of the learning environment, the faculty member may revoke the approval.

Children shall not be present at an employee's workplace (e.g., office, classroom, and lab) in lieu of other childcare arrangements, during the employee's working hours. The appropriate Vice President or his/her designee(s) may grant on an emergency basis and for a specified and limited period designee exceptions.

Children are not allowed in areas where dangerous equipment is operated and/or where chemicals, cleaning products, solvents, or any hazardous products are stored or used, or where hazardous work may occur.

III. Notification Required for Unattended Children

If an unattended child is identified on campus, Public Safety should be notified. Public Safety will take custody of the child and will attempt to locate the unattended child's parent/guardian to inform them that this is a violation of college regulation. If the parent/guardian is not located, the appropriate authorities will be contacted and/or arrangements will be made to have the child placed in proper custody.