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Northern New Mexico College Policy on Children on Campus

1. Purpose

NNMC values its employees and students and recognizes the importance that families play in our communities. The College desires to be a family friendly place of business, to faculty and staff as well as to students; however, the workplace is not the appropriate place for childcare. This policy serves to address guidelines for bringing non-student, minor children to campus. These guidelines are intended to foster respect for all parties impacted by the presence of non-student, minor children on the campus, in the workplace, or in the classroom.

The college recognizes that family needs and responsibilities may in some circumstances require the presence of a child on campus for a limited amount of time. Any individual who brings a child to campus should be aware of and respectful of the needs of others to have a quiet educational and/or work setting. To protect the safety of young visitors and to avoid disruptive behavior, children accompanying employees, students, or visitors of NNMC must be under the supervision of a responsible adult while on NNMC property.

Employees of the college have assigned duties and cannot take supervisory responsibility for any unattended children of employees, students, or visitors. It is not appropriate for a non-student, minor child of any age to be in the workplace on a regular basis, including after school each school day or on regularly scheduled school holidays.

This policy is not intended to prohibit appropriately supervised children from the campus when their purpose is to attend specific specified cultural events, sporting events, or to accompany students and families seeking advisement or information about the college.

2. Definitions

For the purposes of this policy, a child/minor is defined as any youth under the age of 18 who is not officially enrolled in classes at Northern New Mexico College (NNMC). Emancipated minors are considered adults.

An adult is any person 18 years of age and older.

An adult is also any emancipated minor or a parent (even if is under the age of 18).

Minors under the age of 18 who are enrolled in credit classes at NNMC are considered NNMC students.

3. Policy

3.1 The College assumes no responsibility or liability for children in violation of this Policy. For the purposes of this Policy, a child is defined in the section 2.

3.2 Students, faculty, and staff are expected to arrange for their personal childcare away from the work site. In emergency situations, if it is necessary for an employee to briefly bring a child to the workplace during working hours, the employee's supervisor must be informed. Sick children are not to be brought to campus.

3.3 Children are not allowed in the classroom as an alternative to procuring regular childcare or when the child is too ill to attend regular childcare or school. At the discretion of the instructor, children may be allowed in classrooms *on rare occasions due to unforeseen emergency or circumstance and must be supervised by the parent (or guardian)*.

3.3.1 Under no circumstance will children be allowed in high risk areas, including but not limited to scientific/medical laboratories, commercial kitchens, server rooms, studio spaces, machine shops or other marked areas.

3.4 Any student whose child is considered disruptive or unsupervised will be asked to remove the child.

3.5 A child should never be left unattended while the parent or guardian is attending class, conducting other business, or attending a public event on campus. Line of sight supervision by the parent or guardian is required at all times.

3.6 Deans/Chairs/Directors/Supervisors have the discretion to develop stricter supplemental child-related policies for their areas of management that address specific concerns related to their scope of work/supervision. These supplemental policies must adhere to the College-wide policy.

4. Procedures

All NNMC employees, students, and visitors are expected to abide by this policy.

Procedure for Unattended Children on Campus

- If an unattended child observed on campus is a cause for concern NNMC employee, student, or visitor will report the situation to Campus Security (747-2158).
- Campus Security will employ their protocol for contacting parents, guardians, caregivers, or, if necessary, may contact local authorities.
- If you observe that a child is injured, call 911 immediately, then contact Campus Security.

5. Exceptions

Exceptions to this policy are activities which, by their very nature, might be attended by children. It is assumed, however, that children are attending these activities under the supervision of an instructor or adult, or are enrolled in a fee-based program. Examples of such events are athletic events, performing arts performances, special events, or other activities such as an after-school program sponsored by the college.