



## Children in the Workplace Guidelines

### Summary:

The following guidelines should be used if bringing a child to the workplace.

### Guidelines:

- Bringing a child to the workplace should be the exception, not the standard. Therefore, it is done only on a temporary basis. Consultation and approval from the immediate supervisor is required in advance.
- The child cannot be disruptive to the work environment. Nor can the presence of the child negatively impact on the work productivity of the employee, other employees, or students.
- Consideration must be given to the concerns of others. West Chester University facilities are primarily a place of work and if complaints arise, the child cannot remain in the work area.
- The employee is responsible for all acts of the child.

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Office

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