

CHILDREN AND VISITORS IN THE CLASSROOM AND WORK AREAS

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SRJC wishes to foster a positive relationship with children and other visitors to the campus, especially on those occasions when special events and programs are planned and supervised for them. However, it must be understood that visitors to classrooms and other work areas must not detract from the educational environment of the classroom, the efficiency of the work environment, and the safety of all.

1. Appropriate Supervision

Children may at no time be left unattended or unsupervised. It is not appropriate to request that staff supervise the children of students or co-workers except when their job assignment relates to a formal program designed for children.

2. Classroom Settings

- a. Children who occasionally accompany staff or students to the classroom may not enter the classroom without the express permission of the instructor, acquired in advance of the class session. The instructor is not obligated to grant permission. Children shall not be brought to class if they are ill.
- b. Even with prior permission, it is the right of the instructor to request that children or visitors leave the classroom setting should it be deemed necessary or appropriate by the instructor.
- c. Under no circumstances are children to be admitted to activity or lab areas where dangerous substances or equipment are stored or in use unless the children are enrolled or participating in a supervised class or program in that area.
- d. The occasional adult visitor to the campus may enter a class only with the permission of the instructor, acquired in advance of the class session.
- e. Visitor participation in activity classes, laboratory sessions or studio work is not allowed.
- f. Auditing of a class is described separately in the District's policy on auditing. See Pol. 8.1.3 and Procedures 5.4P and 8.1.5P.

3. Settings Outside the Classroom

- a. Should children accompany an adult to a work area or College site for a brief visit, they must remain under the continuous supervision of the adult responsible for them and their presence should in no way obstruct or diffuse work or duties in the area.
- b. A supervisor may request that children or visitors leave the work area should it be deemed necessary or appropriate by the supervisor.
- c. Children may not accompany parents or other guardians/adults on field trips unless they are enrolled in the class.
- d. Visitors to all District facilities and events are subject to all relevant District policies and education codes