
Children In The Workplace

Department Policy Number

150 006

Effective Date

January 1, 1998

Purpose

As a result first and foremost of concerns for the safety of children, but also with a view to minimizing the disruption of work and to protecting the University in the event of a child becoming injured while on its premises, the University has found itself obliged to formally develop the following policy.

Definitions**Policy**

- a. Parents are responsible for the safety and conduct of their children who are at the AU work-site at any time.
- b. During regular operating hours (8:30 - 4:30), the University does not permit unsupervised children (of staff members or non-staff members) on University premises (indoors or outdoors).
- c. During non-regular operating hours (including week-ends and statutory holidays), parents whose children are on University premises (indoors and outdoors) are expected to supervise their children at all times.
- d. Staff members who are supervising their children will not formally be considered to be working.
- e. In the interest of fairness to all staff members, this policy applies to all staff members, whether or not they are provided with an office.



Alternate Hours of Work

A staff member's hours of work may be adjusted to accommodate before-or-after-school childcare where it is operationally feasible. The decision to do so must be approved by the unit head. In the case where more than one staff member requires alternate work hours, the unit head will investigate the possibility of an equal rotation. (All staff members should have an equal opportunity to request alternate hours of work, including staff members who do not have young children).

In the case of a dispute, the matter will be brought to the Coordinator, Labour Relations for resolution.

Regulation

Procedure

Approved By

Executive Group, December 5, 2001

Amended Date/Motion No.

December 5, 2001

Related References, Policies and Procedures

The Whispering Hills Daycare Society provides an after school program for school aged children. For further information, please call the Daycare at 675-6233.

Applicable Legislation/Regulation

Responsible Position/Department

Human Resources

Keywords

Children, Alternate Hours