

Children at Place of Work

Purpose *Having a child present while working places a parent in a conflict of interest situation. This policy ensures safety and professional practices, and protects employees, the public, and the agency from liability issues.*

Policy Statement *Children are not to be on work sites with parents who are working with the exception of the following:*

- 1. As an approved volunteer and coordination has occurred at the direction of the Executive Director/Services Director.*
- 2. On attendance at Special Events for families, but children must be under the supervision of a designated alternate adult if the parent is working.*
- 3. On a job shadow experience for the schools when prior approval and planning has occurred with the Executive Director/Services Director.*

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1. For children of employees volunteering, all arrangements and communications are to go through the Executive Director/Services Director.
2. If the child is present at special events for families, the child/children must be accompanied by a designated responsible adult that is not scheduled to be working for Accredited Supports to the Community at the same time.
3. In the situation where a youth will be job shadowing with their parent, the employee (parent) will seek approval and planning via the Executive Director/Services Director and their immediate supervisor.

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