

HIGHLAND COMMUNITY COLLEGE
GENERAL PERSONNEL POLICY

SUBJECT: Children in the Workplace Policy

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BOARD OF TRUSTEE APPROVAL: 7/22/2020

EFFECTIVE DATE: 7/23/2020

Highland Community College does not allow sick children in the workplace. Faculty/staff are responsible to find suitable alternate childcare options for their sick children. An employee will be required to take sick leave, vacation leave, personal leave (faculty) or leave without pay as applicable to care for a sick child when childcare is unavailable.

Your children are welcome to visit you in the workplace. The expectation should not be children stay with you at work throughout your workday or that they be present with you in the absence of daycare. It is especially important during times of a pandemic that children are not in campus buildings.