

Chancellor's Memorandum
CM-68 – Children in the Campus Workplace

To: Vice Chancellors, Deans, Department Heads, Faculty, Staff, and Students

From: LSU Health Sciences Center New Orleans Chancellor

Effective Date: March 1, 2021

I. PURPOSE

The Louisiana State University Health Sciences Center – New Orleans (LSUHSC-NO) strives to provide a family-friendly environment for its faculty, staff and students, and encourages children to participate in family-focused and youth-oriented programs offered on campus or in conjunction with campus organizations.

While children of faculty, staff, and students may make brief or infrequent visits to campus and university facilities for a variety of acceptable reasons, their frequent, regular, or extended presence in the campus workplace is not allowed.

This policy applies to all LSUHSC-NO faculty, staff and students; those who violate this policy are subject to disciplinary action, up to and including termination.

II. DEFINITIONS

- 1. Child/Children:** For the purposes of this policy, a person under the age of eighteen (18) (except emancipated persons) per the Louisiana Children's Code and not admitted as a student to LSUHSC-NO.
- 2. Parent/Legal Guardian:** For the purposes of this policy, a person who is a faculty, staff, or student of LSUHSC-NO and who maintains legal custody and supervision of a child and/or is legally authorized to act on that child's behalf.

III. POLICY GUIDELINES

1. Parents/Legal Guardians may bring their children for brief and infrequent visits to the LSUHSC-NO campus workplace or other university facility but shall not (i) bring a child to the campus workplace on a regular/recurrent basis or (ii) use the campus workplace as a substitute for childcare during school breaks or after school.

2. LSUHSC-NO faculty, staff, or students who intend to bring a child to their campus workplace, as allowable under section III.1 above, shall first request and receive advance approval from their supervisor.
3. The presence of a child in a campus workplace, as allowable under section III.1 above, shall not interrupt or disrupt that campus workplace or adversely affect the ability of the Parent/Legal Guardian, or that of other faculty, staff, or students, to perform their assigned duties and responsibilities.
4. If a supervisor determines that a child's presence in a campus workplace, as allowable under section III.1 above, is disruptive, interferes with work, or presents a health or safety risk, the supervisor may require that the Parent/Legal Guardian immediately remove the child from that campus workplace.
5. Children visiting a campus workplace, as allowable under section III.1 above, shall at all times remain the sole responsibility of the Parent /Legal Guardian, who shall assume all liability for the child's safety and well-being while present on campus and who shall not ask any other LSUHSC- NO faculty, staff, or student to supervise the child.
6. Children shall not be allowed at any time (i) in areas on campus with machinery, (ii) in areas on campus with potential hazards, or (iii) in campus laboratories unless there as an authorized participant in faculty-supervised research activities.
7. Parents/Legal Guardians shall not bring to campus any child with an illness, infection, or other condition that prevents that child from attending a childcare facility or school.
8. In general, LSUHSC-NO students shall not bring children into the classroom. In case of an emergency or other exigent circumstance, the supervising faculty member may, upon advance request and at their sole discretion, grant limited exceptions to this restriction.
9. Children are allowed on campus at LSUHSC-NO in areas encompassed by an on-campus program in which the child is enrolled or in areas that encompass the child's living quarters if residing on campus with their Parent/Legal Guardian.