



Policy Number: I.27  
Policy Level: Operating Policy  
Originally Issued: August 20, 2018  
Reviewed: October 15, 2020  
Reviewed: September 30, 2022  
Policy Owner: President  
Policy Implementation: Vice President for Financial Affairs

## Minors on University Property

### I. Policy Statement and Purpose

Athens State University welcomes minors to university facilities for a wide variety of activities. This document discusses University policy concerning those minors.

### II. Definitions

**Minor**– any individual under the age of 19 or an individual under 21 years-old who is incapable of self-care because of a mental or physical disability. However, persons who are enrolled or accepted for enrollment in credit granting courses at the University shall not be deemed a “minor” for purposes of this policy.

### III. Supervision

Minors should not be left unsupervised at any time on University property.

### IV. Employees Bringing Minor Children to Work

Except in very brief situations that do not interrupt University work or activities, University employees should not generally bring their minor children to work with them. However, employees may, in very limited and occasional situations, bring their minor children to work when other alternative arrangements are impractical or impossible, where (i) the supervisor responsible for the area has given specific, advance approval, prior to the minor child’s arrival on campus, (ii) the parent/guardian provides supervision at all times, (iii) the minor child is not left unattended or with other employees, and (iv) the minor child does not interfere with workplace activities.

### V. Minor Children in the Classroom

In order to provide a safe, professional and efficient environment, minor children are typically not allowed in classrooms when classes are in session. However, on occasion, a faculty member may allow an exception to this rule where a student needs to bring his/her minor child to class in the event of a family emergency. In such cases, the student must ask and be granted permission from the faculty member prior to the start of class. If permission is granted, the student must maintain



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line-of-sight supervision of the minor child at all times. If a minor child becomes disruptive, the faculty member may require the student and minor child to leave the class.

## **VI. Employment of Individuals Under 16 Years of Age**

An individual less than 16 years of age is not eligible for employment at the University.

## **VII. Minor children at University-Sponsored Events**

From time to time, Athens State University hosts a variety of University-sponsored or sanctioned activities for non-enrolled minor children, such as camps, clinics, workshops, conferences and other educational activities. In such situations, University personnel must adhere to the [Procedures for Minors at University Events and Third Party Events](#) and complete all necessary documentation.

## **VIII. Minors at Third Party Events**

From time to time, the University may host third-party groups or entities that sponsor activities/programs for or including minors. In such cases, those third-party groups or entities assume full responsibility for the supervision of those minors and should adhere to the [Procedures for Minors at University Events and Third-Party Events](#). Such third-party groups or entities must establish a contractual relationship with the University for the use of University facilities and/or resources.

## **IX. Background Checks**

All University employees that have direct contact with minors or supervise a University program serving minors should have a background check before having such direct contact or being hired or appointed for such work. Where the program/activity is conducted by a third party, non-University entity, it is that entity's responsibility to provide appropriately vetted authorized adults/program staff for the non-University sponsored event.

## **X. Exceptions**

This policy does not apply to the following:

- Events or performances on campus which are open to the general public, wherein parents/guardians are expected to provide appropriate supervision of their minor children;
- Undergraduate and graduate academic programs in which minors are enrolled for academic credit;



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- Campus tours or visits by minors considered to be prospective students;
- Field trips to the University that are supervised by a minor's school or organization, in which the school or organization is expected to provide appropriate supervision;
- Off-campus clinical, practicum or student teaching experiences supervised by a third-party entity;
- Interaction with minors in the context of curricular, practical training supervised by University faculty;
- Tutoring and mentoring by University students who are registered in recognized organizations or are participating in community service activities sponsored by an administrative or academic unit of the University provided that such activities take place only in public settings (such as libraries and cafeterias) during normal operating hours;
- Private, personal events (e.g., birthday parties, weddings) that occur on campus, wherein parents/guardians are expected to provide appropriate supervision of the minors;
- Research programs involving minors which are approved by the University's Institutional Review Board (IRB).

## **XI. Miscellaneous**

This policy is meant to set forth and discuss the responsibilities and obligations of various persons, groups, and entities to the University alone (and not obligations owed to other persons or entities). Nothing in this policy shall be interpreted to lend any support or basis to any claim or cause of action against the University, any third party entity or organization, or any of the University or third party entity/organization's officers, employees, agents, or volunteers.

## **XII. Responsibility for this Operating Policy**

### **Policy Owner**

As part of the initial approval of this policy by the President and subsequent to the original dissemination of the policy, the President is the policy owner for the ongoing evaluation, review, and approval of this policy. Subsequent reviews and revisions to this policy must be in accordance with approved operating policy procedures and processes.



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This policy will be reviewed every two years or more frequently as needed by the Policy Owner. Revisions will be reviewed/affirmed by the Cabinet and approved by the University President. This policy will be updated/published in the University's Policy Library.

**Responsibility for Policy Implementation**

The President has assigned the responsibility of implementing this policy to the Vice President for Financial Affairs.