

## **VISITORS IN THE WORKPLACE**

Independence Community College values family and work-life balance and strives to be a family-friendly workplace. Children, family members, or friends are welcome for occasional, brief visits in the workplace. Employees may bring children to appropriate college-sponsored events. Children are allowed in the workplace when they are participating in a sponsored program by the college.

Supervisors are responsible for the enforcement of this policy in their areas and may approve more extended non-routine visits that do not interfere with an employee's ability to perform their work functions, the productivity of a work unit, or with the safety of employees or others. Parents assume all responsibility for the ongoing safety of their visiting children while at ICC. No ICC employee is required to provide supervision for another employee's child.

Effective: 07/13/2021