

**POLICY & PROCEDURES MANUAL**

**WAYLAND BAPTIST UNIVERSITY**

**Classification Number: 8.1.8**

**Issued: August 14, 2017**

**SUBJECT: CHILDREN, MINORS, AND UNENROLLED INDIVIDUALS IN THE CLASSROOM, LAB, OR CAMPUS WORKSPACES**

While the university values its employees, their families, and their children, it also realizes the importance of providing safe and appropriate learning and working environments for those enrolled in scheduled classes and those employed in offices and related spaces. With this safety and appropriateness in mind, employees and students are to refrain from bringing children, minors, or other individuals not enrolled in or employed by Wayland Baptist University into scheduled class sessions or workspaces without prior approval from the classroom instructor, or in the case of an employee's child, prior approval from the employee's supervisor. As children or minors may inadvertently disrupt the professional work environment, or distract from the learning environment and/or encourage instructors or students to deviate from the day's planned activities or topics, their presence is not appropriate for scheduled class or work sessions. Instructors and employee supervisors have the discretion to remove a child or minor from the classroom learning or work environment at any time.