

# **CPTC Procedure: Children on Instructional Sites**

Coastal Pines Technical College (CPTC) has established the following procedure concerning children on any of CPTC's instructional sites:

- Children are not allowed on CPTC instructional sites unless accompanied by an adult.
- Students are not allowed to bring children into CPTC classrooms/lab areas.
- Children are not allowed on CPTC instructional sites for an extended period of time unless they are involved in an organized special program for children.
- Children must not be left unattended in waiting automobiles, hallways, snack bars, or outside buildings.
- Children who are not clients are not allowed in the cosmetology departments at any time. Prospective clients seeking appointments for services will be advised that services will be refused if accompanied by children. They will be further advised that children must not be left unattended in the areas listed above.

In the event children are found in class or wandering on CPTC instructional sites, faculty and/or staff should ask the accompanying student to immediately leave the CPTC instructional sites with the children.

## **Responsibility**

The Vice President for Student Affairs has the overall responsibility of ensuring this procedure is implemented.

**Adopted:** June 23, 2014

**Reviewed:** August 9, 2022