

**TO:** The Baruch College Community

**FROM:** Donna Katz, CEBS, SPHR  
Acting Director of Human Resources

**RE:** Children in the Workplace

**Date:** January 2, 2012

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In the Fall of 1999, the College established a policy regarding the issue of students and employees bringing children on campus. I take this opportunity to remind you of that policy:

The College has an obligation to its students, staff, and visitors to conduct its operations and maintain its facilities in a manner consistent with its mission as an institution of higher education. There may be occasions when brief visits by children under the age of 17 of faculty, staff, and students may be necessary. Minor children may visit College offices and facilities, other than classrooms, for limited periods of time at the discretion of the supervisor of the office or facility which is the destination of the parents or child. On such occasions children will be subject to the same conditions as any other visitor to the College. Parents must sign in their children at security desks as any other visitor, along with the purpose of the visit and its expected duration. Regular, repeated visits by children are not permitted. It is a parent's responsibility to supervise his or her children at all times they are present on College premises.

I appreciate your continued cooperation in observing this policy.