

## CHILDREN ON CAMPUS PROCEDURE

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| <b>Section</b>     | Occupational Health and Safety                    |
| <b>Contact</b>     | Occupational Health and Safety – Wellbeing Team   |
| <b>Last Review</b> | August 2023                                       |
| <b>Next Review</b> | August 2026                                       |
| <b>Approval</b>    | Director, Occupational Health, Safety & Wellbeing |

### Purpose:

The purpose of this procedure is to ensure the safety of children while on Campuses of the University.

### Procedure:

Children of employees or students of the University are welcome to attend the Crèches or After School Care Centres, and other facilities which have been designed for children. These facilities may not be available on all Campuses.

The rest of the University buildings have not been designed for use by children. They have physical hazards such as stairwells, balconies etc., in addition to laboratories, farms and workshops which are unsafe for children of all ages. Therefore, it is not advisable to bring children on to a campus, except for very young immobile babies who are being nursed.

When children are brought into university buildings they must be accompanied and appropriately supervised by an adult at all times.

- For young and mobile children, close supervision must be continuously attentive.
- For older children, depending upon the surrounding hazards, more discretion may be exercised.

Other than by invitation of the University, (e.g., open days, organised visits), children must not to be taken into laboratories, workshops, studios or related facilities, farms, and other specially designated areas.

If staff members observe children who are not appropriately supervised, they must immediately take steps to prevent accidental injury and report this to the Head of School / Department (or equivalent).

It is important that children do not interrupt student learning and delivery of lectures. We recommend that alternative arrangements for childcare be made during lecture times.

### Audience:

All Massey University staff, students and visitors to a Campus

### Relevant Legislation:

Health and Safety at Work Act 2015  
Education and Training Act 2020



**Related Procedures:**

None

**Document Management Control:**

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