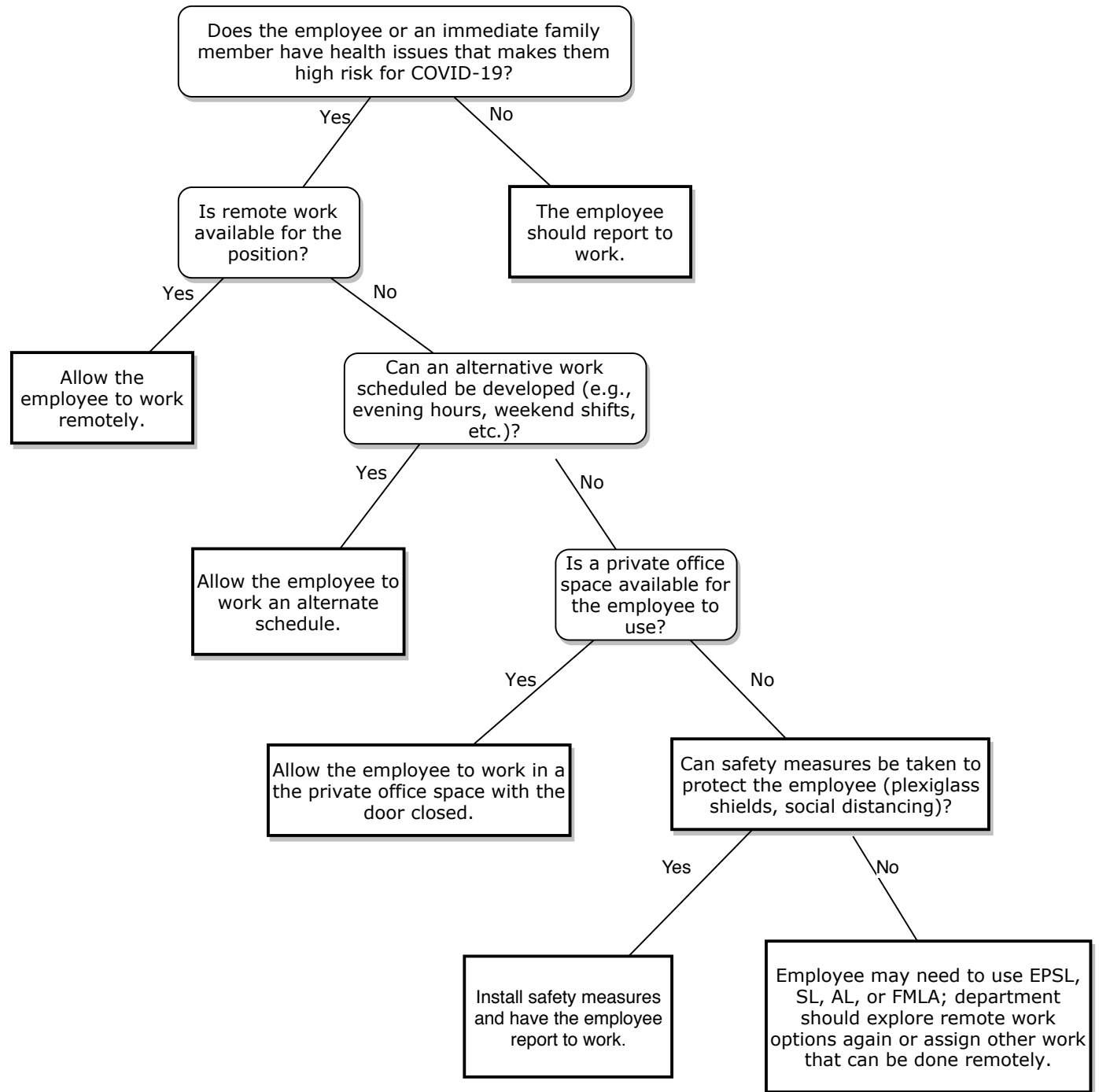
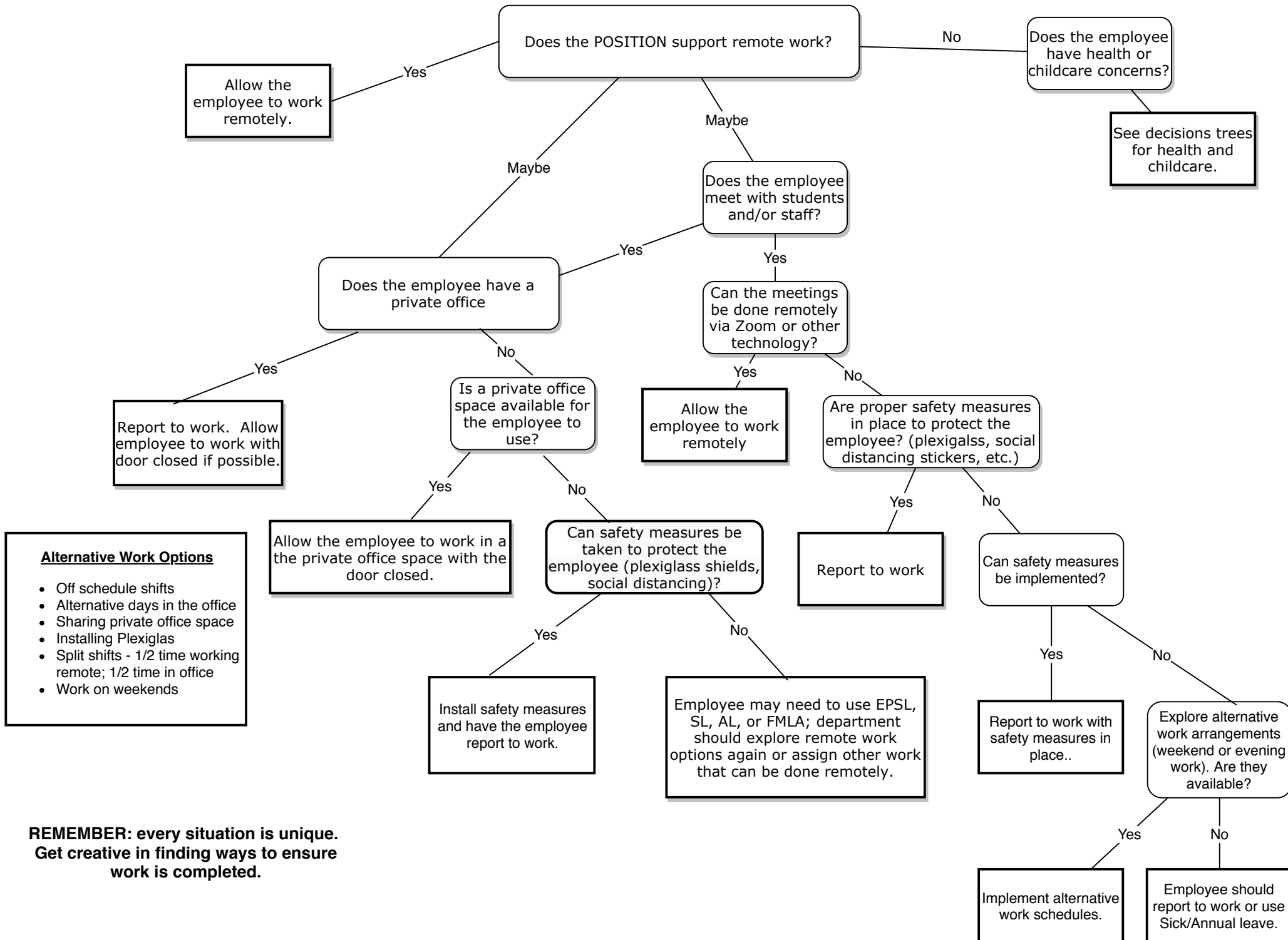


Guidelines for allowing children in the workplace

- Children should only come to work with their parents in emergency situations. Examples:
 - My child's daycare must close immediately and I have no other childcare options.
 - My child's school is transitioning to remote only learning, and I do not have childcare the first day.
- Parents should work to ensure they obtain childcare as quickly as possible.
- Parents who have chosen a remote learning option, when on-ground learning is available, may not bring their children to work.
- Children should remain under the parent's supervision at all times, and may not disrupt the work environment. If a parent cannot maintain appropriate control of their child, the supervisor may ask the employee to use annual leave or work remotely until other childcare arrangements can be made.
- Children cannot be left in public buildings, such as the Sherrod Library or Culp Center, while a parent works.

REMEMBER: every situation is unique. Be creative in finding ways to ensure work is completed.





- Alternative Work Options**
- Off schedule shifts
 - Alternative days in the office
 - Sharing private office space
 - Installing Plexiglas
 - Split shifts - 1/2 time working remote; 1/2 time in office
 - Work on weekends

REMEMBER: every situation is unique. Get creative in finding ways to ensure work is completed.