**Employee Children at Work Policy**

Ocean Charter School values family and work/life balance. Ocean Charter School also believes in fostering an environment that is conducive to the important work of the school without outside distractions and without exposing the school to unnecessary liability. In order to promote respect for the needs of all parties who would be impacted by the presence of non-student minor children anywhere on campus during working hours, Ocean Charter School employees shall not use the workplace as a substitute for child care for a non-student minor child.

The presence of an employee’s non-student minor children in the workplace during the employee’s work hours is not conducive to the effective performance of an employee's duties and is to be avoided except in emergency situations or when a special circumstance arises. If the employee’s children are students at Ocean Charter School, they cannot be under the employee’s direct supervision unless assigned to the employee’s class roster. If bringing a child to work is unavoidable, the employee must contact the Director as soon as possible to discuss the situation and the best course of action.

Ocean Charter School reserves the right to deny an employee’s request to bring a non-student minor child to campus or another workplace duty for any reason, in which case the employee will not be permitted to bring the child to work with them. During an extenuating situation when a non-student minor child accompanies an employee to work, the employee shall be responsible for the child and must supervise the child at all times.

By bringing a non-student minor child onto campus or another workspace, the employee indemnifies Ocean Charter School, its board, directors, and employees from any liability relating to damages, injury, or death of the non-students minor child, and for any damages, injury, or death caused or contributed to by the non-student minor child.

This policy is established to avoid disruptions in job duties of the employee and their co-workers, to reduce liability, and to help maintain the organization’s professional and educational work environment.