

Minors Visiting Campus Policy

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Policy Name	Minors Visiting Campus	Approved By	Policy Committee
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Policy Lead	Security Supervisor	Revision History	
Department	Operations		

Policy Purpose

MaKami College aims to foster an environment conducive to learning and community engagement. While the College welcomes visitors of all ages, including minors, it is important to ensure that their presence does not disrupt its academic and operational activities. This policy outlines the guidelines for supervising minors on campus to ensure their safety and minimize disturbances.

Definitions

- **Minor:** An individual under the age of 18 who is not enrolled as a student at the College.
- **SALT:** The Strategic Academic Learning Team
- **SAS:** Student Advisory Services
- **Supervision:** Direct oversight by a responsible adult (parent, guardian or designated supervisor) to ensure the minor’s safety and encourage appropriate behaviour.

Scope

This policy applies to all minors visiting the College’s campuses, including those accompanied by parents, guardians or designated supervisors. It also applies to all faculty, staff, students and visitors involved in activities that may include minors. The policy covers all areas of the campus, including classrooms, practical rooms, administrative offices and common areas, as well as College-sanctioned events and programs involving minors.

Policy Details

1. General Guidelines

- 1.1. Minors are welcome on campus when accompanied by a responsible adult.
- 1.2. Minors must be supervised at all times while on College property.
- 1.3. The presence of minors should not disrupt the academic activities or operational functions of the College.
- 1.4. Students who are caregivers to children under the age of 1 can request a specific modification from SALT to bring them to class, as outlined in the Babies in Class policy.

2. Supervision Requirements

- 2.1. The responsible adult must remain with the minor at all times.
- 2.2. Minors should not be left unattended in any area of the campus, or during campus events taking place on or off campus.
- 2.3. The responsible adult must ensure that the minor behaves in a manner that is non-disruptive and respectful of the learning environment and the rights of others while on campus.

3. Safety Measures

- 3.1. Supervisors are responsible for being aware of and complying with all campus policies and emergency procedures.
- 3.2. In case of an emergency, the responsible adult must immediately contact Security.

4. Academic and Operational Areas

- 4.1. Minors are not permitted in classrooms, practical rooms or workshops during instructional periods unless they are participating in a College event or have received prior approval or a modification issued by SALT.
- 4.2. Access to certain areas (e.g., practical rooms, workshops, mechanical rooms) may require special permission and safety measures.

5. Feedback and Disturbances

- 5.1. Faculty, staff and students are encouraged to report ongoing incidents involving disturbances caused by minors to the Security team or the on-site manager for immediate attention. For non-urgent matters, feedback can be submitted through the Campus Concerns Form or Incident Report Form.
- 5.2. Reports of disturbances will be reviewed as needed by the Security team, managers and the Executive leadership teams, who will take appropriate action to address the issue.
- 5.3. The responsible adult will be contacted if a minor under their supervision causes a disturbance. Repeated disturbances may result in restrictions on the minor's access to the campus.

6. Responsibility and Enforcement

- 6.1. It is the responsibility of the Security team to oversee the implementation of this policy.
 - 6.1.1. Security will support enforcement by monitoring compliance and intervening when necessary.
- 6.2. Violations of this policy may result in the removal of the minor and the responsible adult from campus, and potential restrictions on future visits.

7. Exceptions

- 7.1. Exceptions to this policy may be granted for College events specifically designed to include minors (e.g., open houses, summer camps, educational workshops).
- 7.2. Other exceptions not explicitly covered in this policy will be considered by SALT and/or SAS on a case-by-case basis.
- 7.3. Specific departmental policies.

Relevant Documents or Legislation

- Babies in Class Policy

Revision History Details