

## Babies in Class Policy

<b>Category</b>	Academic & Students	<b>Approval Date</b>	2024/09/03
<b>Policy Name</b>	Babies in Class	<b>Approved By</b>	SALT Director
<b>Document ID</b>	ACST-POL-006	<b>Effective Date</b>	2024/09/03
<b>Policy Owner</b>	SALT Director	<b>Next Review Date/Mandated Review</b>	2027/09
<b>Policy Lead</b>	SALT Managers and Supervisors	<b>Revision History</b>	2024/11/19
<b>Department</b>	SALT		

### Policy Purpose

MaKami College recognizes the importance of staying engaged and consistent with attendance in our programs. If an infant under the age of 1 requires the attention of a caregiver or parent who is a student in the program, they are permissible in class while following the expectations outlined in this policy.

### Definitions

- **Infant:** A child under the age of 1.
- **Caregiver/Parent:** A student of MaKami College who is responsible for the infant.
- **SAS:** Student Academic Services
- **SALT:** Student Accessibility and Learning Team

### Scope

This policy applies to all students of MaKami College who are caregivers or parents of an infant under the age of 1.

### Policy Details

#### 1. General Guidelines

- 1.1. As each student’s situation and needs are different, we require that students meet with a SAS and/or SALT member to determine the best options regarding infants in class.
- 1.2. SALT will issue a modification letter and communicate this with instructors.

#### 2. Classroom Conduct

- 2.1. Volume should be kept to a minimum to avoid distraction.
- 2.2. The infant should always be supervised by the parent and their choice of designated students during class. The child should not be passed to other non-designated students during class.
- 2.3. Noisy toys and activities are not permissible; only soft toys without noise makers should be brought.
- 2.4. Only items that can be transported along with the child should be brought.
- 2.5. The child must be held or placed in permissible equipment (e.g., an undamaged stroller, car seat, bassinet, or playpen that meets Government of Canada regulation standards).

- 2.6. The child should not be left on the ground, massage table or desk, or with equipment blocking pathways & doorways. Playpens and activity pods are not allowed.
  - 2.7. Caregivers should be responsive to cues from instructional staff to remove themselves if the child is causing a distraction.
  - 2.8. If assistance for the child outside of class, absences should be limited to no more than 20 minutes at a time to avoid missing critical instruction.
  - 2.9. Caregiver and child should be situated near an exit to minimize disruptions
3. Exam Days and Special Events
    - 3.1. Alternate care arrangements should be made for the child on exam days, clinic days, tutoring, and community outreach events.
  4. Expectations and Compliance
    - 4.1. If feedback indicates non-compliance with the modification, adjustments must be made, or the modification may be cancelled or revoked.
    - 4.2. Caregivers are responsible for understanding of material and arranging to catch up on anything missed during class.
    - 4.3. Instructors may mark a student as absent if a significant portion of the instruction is missed.

### Relevant Documents or Legislation

- Student Code of Conduct Policy
- Minors Visiting Campus Policy

### Revision History Details

2024/11/19: Expanded points 2.2, 2.5 and 2.6 to make them more specific. Approved by SALT Director.