

**PROGRAMS INVOLVING MINORS ON CAMPUS**

**Policy Number:** 117

**Categorized:** [General Policies](#)

**Responsible Office:** Provosts

**Subject:** Policy and procedures governing non-enrolled minors in College sponsored programs

**Related Policies:** [Reporting Child Abuse and Neglect](#), [Children and Visitors on Campus](#)

**Procedures:** [117P](#)

**Additional Information:** [Guidelines for Working with Minors](#), [Program Rules and Regulations](#)

**Effective Date:** 04/24/2018

**Last Reviewed Date:** 6/15/2020

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**1. Scope**

This policy applies to all programs and activities on College property that involve non-enrolled minors and that are sponsored by the College or co-sponsored by the College and an external organization, including camps, clinics, workshops, conferences, and other educational activities.

This policy does not apply to College visits, to general public events where parents or guardians are invited and where they are expected to provide supervision of minors, or to events that are open to the general public and which minors attend at the sole discretion of their parent, guardian, or other responsible adult.

**2. Policy Statement**

Northern Virginia Community College is committed to maintaining a safe and supportive environment for all individuals in the College community, including minors. To ensure the execution of this policy, programs involving minors shall be conducted in accord with the associated procedures.

**3. Definitions**

College Property: all buildings, facilities, and other property owned or controlled by the College, including but not limited to classrooms, administrative buildings, parking lots, athletics fields and facilities, and vehicles.

College sponsored program: a program that is directly related to the assigned responsibilities of the College department or division sponsoring the program, and for which a department or division of the College determines the content of the program, plans and organizes the logistics.

College Visit: a minor's temporary presence on College property as part of a recruitment event or community outreach activity. Examples include visits by prospective students, clinics, and school field trips.

Co-sponsored program: a program jointly sponsored by a College department or division and an external organization.

Minor: an individual under the age of 18.

Program: an event or activity that provides educational/instructional, recreational, cultural or athletic activities primarily developed to serve minors, such as camps, STEM Day, etc.

Responsible Adult: parent, legal guardian or other person 18 years of age or older to whom the parent or guardian has given temporary responsibility for providing the care and management of a minor child

#### **4. Procedures**

See [117P](#).

#### **5. Authority**

[Code of Virginia §63.2-100](#)

[DHRM 1.60 Standards of Conduct](#)

VCCS Policy 3.14.6 Reporting Sexual Child Abuse or Neglect