

**BLUE WATER DEVELOPMENTAL HOUSING, INC.
POLICIES AND PROCEDURES: EMPLOYEE INFORMATION**

SUBMITTED BY: Kathleen Swantek	DATE SUBMITTED: 09/87	SECTION: Human Resources	
BOARD APPROVED ON: 09/87	DATE REVISED: 08/11/10, 12/16/15, 07/29/26	SUBJECT: Children at Work	
ANNUAL REVIEW BY EXECUTIVE DIRECTOR: 12/21/16, 12/19/18, 12/16/20, 12/16/2022, 07/29/26		POLICY #: ED-003	PAGE #: 1 of 1

I. APPLICATION

The provisions stated herein shall apply to all employees of Blue Water Developmental Housing, Inc. (BWDH).

II. POLICY

It is the policy of the organization to allow children of employees of the group homes and community-based locations:

- Only during special social events and activities such as open houses
- Only when the employee is not scheduled to work during the event or activity.
- All children attending such activities must be accompanied and supervised by an adult relative.
- The child of a working parent may attend the activity if he/she is supervised by the other parent or an adult relative.

III. DEFINITION

Special social events and activities: Events and activities which are planned and approved in advance and have the purpose of promoting community interaction with the individuals residing at the home. All events and activities must have the express approval of the division director.

The division director will upload the written approval to the employees ADP files.