

Minors in Hazardous Work Areas

FIN-INS-15



About This Policy

Effective Date:

09-01-2004

Last Updated:

09-08-2011

Responsible University Office:

Office of Insurance, Loss Control & Claims

Responsible University Administrator:

Vice President and Chief Financial Officer

Policy Contact:

Larry Stephens

Director, INLOCC

stephenl@indiana.edu

Related Information

* [Visitors' Access to Laboratories with Hazardous Materials or Laboratory Animals](#)

Related Forms

* [Permission Registration](#)

Scope

Policy Statement

Reason For Policy

Procedure

Definitions

Additional Contacts

History

[Back to top](#)

Scope

The following policy applies to all Indiana University operations for the appropriate visitation of laboratories or other work areas with potentially hazardous materials or conditions by minors.

[Back to top](#)

Policy Statement

Minors will not be allowed in any potentially hazardous area unless the provisions of this policy are followed.

[Back to top](#)

Reason For Policy

The mission of Indiana University is to provide high-quality educational opportunities for men and women from Indiana and throughout the world through a community of scholars actively engaged in teaching, research and public service. "Minors" often seek and acquire opportunities to study or work at IU and gain valuable knowledge and experience. In addition, student groups, such as elementary school classes, often visit the public areas of laboratory buildings. We recognize both the importance of the educational and outreach missions of Indiana University, and the need to ensure a safe and healthy environment for its employees, students, and visitors.

[Back to top ↗](#)

Procedure

- A. Subject to the provisions of Paragraph C below, no minor may enter or be present in a work area or a University laboratory in which potentially hazardous conditions exist unless the minor is an employee (including student employees); a student or authorized participant in a University sponsored program; or an expected visitor.
- B. IU supervisors overseeing work areas or laboratories in which potentially hazardous conditions exist are directly responsible for compliance with this policy and for the safety of all minors who are approved to be in their areas under this policy.
- C. Supervisors will be responsible for establishing the specific guidelines under the provisions of this policy for minors in work areas or laboratories in which potentially hazardous conditions exist. Access by minors is limited to the conditions in this policy but may be more restricted if the supervisor deems it necessary for safety in a specific area or laboratory for which he or she is responsible. The supervisor will post the specific guidelines for all areas under his/her supervision and will provide a copy to the chair or dean of the unit. The guidelines for each laboratory or work area must be revised and an updated copy provided to the dean or chair at least yearly or whenever the supervisor deems it necessary for safety in areas under his/her supervision.
- D. Minors are not allowed in any potentially hazardous location where specific hazards or processes exist, including but not limited to, the presence of hazardous chemicals, biological materials, radioactive materials, radiation generating devices, Class III or above lasers, very "hot" or "cold" temperatures, machinery, shop equipment, high voltage and fall hazard areas, or "loud" noise, except under the following circumstances:
1. The minor is employed by the University and
 - Is authorized in accordance with all applicable policies
 - Has received **training** in all applicable safety procedures
 - Utilizes the proper personal protective equipment
 - Has adult supervision by a University employee or graduate student authorized to be in such work area or laboratory
 2. The minor is a volunteer or intern in the laboratory and
 - Has been formally accepted and authorized in accordance with all applicable policies
 - Has received **training** in all applicable safety procedures
 - Utilizes the proper personal protective equipment
 - Has adult supervision by a University employee or graduate student authorized to be in such work area or laboratory
 3. The minor is enrolled in a University class with a laboratory or workshop component and
 - Has received training* in all applicable safety procedures
 - Utilizes the proper personal protective equipment
 4. The minor is participating in a University sponsored program and
 - Is authorized in accordance with all applicable safety policies
 - Has received **training** in all applicable policies
 - Utilizes the proper personal protective equipment
 - Has adult supervision by a University employee or graduate student authorized to be in such work area or laboratory
 5. The minor's presence in a laboratory for a specific educational purpose shall have been approved in advance by the laboratory supervisor. The minor shall:
 - Utilize the proper personal protective equipment
 - Have adult supervision by a University employee or student authorized to be in such work area or laboratory
 6. This exception #5 shall not authorize or apply to any situation in which the proper protective equipment for the minor would require additional respiratory protection beyond the use of a fume hood, or to any situation involving exposure to radioactive materials and devices or exposure to BL-2 level or higher micro-organisms.
- E. Persons under 16 years of age, including temporary employees, are not allowed in laboratories or any other campus location in which radioactive materials, radiation generating equipment, hazardous chemicals or materials that are rated at Biosafety Level 2 (BSL 2) or above are present, regardless of whether they otherwise meet the criteria in Paragraph D above. The exception to this rule is that interns under 16 years of age, who have been

appropriately trained in lab safety, may work in laboratories in which low levels of radioactivity are present if the intern is appropriately supervised and there is no possibility of exposure. Under no circumstances are minors allowed to work with radioactivity.

- F. A visiting minor may be escorted by an adult University employee or adult graduate student through a work area or laboratory with potentially hazardous conditions, if it is the necessary means to reach an office space or other non-hazardous area such as a meeting room, computer room or kitchen area, etc. that is separate from the work area or laboratory, providing that such "walk through" has been approved by the supervisor under the guidelines established for the specific work area or laboratory.

It will be up to the supervisor to determine which areas of the work area or laboratory are safe for such "walk through" permission. A minor may be walked through the designated areas of the work place or laboratory that is certified for radioactivity but may not be walked through an area where radioactivity is in use if there would be a possibility of exposure.

- G. The admission of minors to potentially hazardous work areas or IU laboratories is for employment and approved educational purposes only. The University recognizes that in some University facilities employees may bring children to the workplace as a result of school closures, child illness, holidays, and other similar situations. The presence of children in potentially hazardous areas or laboratories, however, poses a significant safety hazard, not only for the child but also for the worker whose attention may be divided between his/her work and the responsibility to the safety of the child. Accordingly, minors are not permitted in potentially hazardous areas or laboratory space except under the conditions described in Paragraph C, D and E above, and may NOT be present in such laboratory space while the employee works in the laboratory. Supervisors of such spaces are responsible for assuring that any minors within their assigned space are present solely in order to participate in approved University activities.

Appropriate training may include but is not limited to:

- General Laboratory Safety
- Chemical Hygiene and Hazard Communication
- Bloodborne Pathogens and Universal Precautions
- Radiation Safety or Radiation Awareness Training
- Emergency Response and Personal Protective Equipment

[Back to top ↗](#)

Definitions

- Minors, for purposes of this policy, means individuals under the age of 18.
- For purposes of this policy "hot" and "cold" temperatures when referring to air shall mean above 95°F or below 40°F for an extended period of time. When dealing with water temperatures, very hot means above 100°F and very cold means below 45°F.
- For purposes of this policy "loud" noise is defined as over 84 decibels.

[Back to top ↗](#)

Additional Contacts

<i>Subject</i>	<i>Contact</i>	<i>Phone</i>	<i>Email</i>
Environmental Health & Safety	Mike Craig Jenson	812-855-6311	mjenson@indiana.edu

[Back to top ↗](#)

History

This policy was established on September 1, 2004.