Minors in Hazardous Work Areas
FIN-INS-15

About This Policy

Effective Dates:
09-01-2004

Last Updated:
05-19-2023

Responsible University Administrator:
Executive Vice President for Finance and Administration

Policy Contact:
Kutina England
Director, INLOCC

Scope

This policy applies to all Indiana University units with potentially hazardous materials or conditions that allow visits to laboratories or work areas by minors.

Policy Statement

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

Reason For Policy

The mission of Indiana University is to provide high-quality educational opportunities for individuals from Indiana and throughout the world through a community of scholars actively engaged in teaching, research and public service. Individuals under the age of 18 (“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.

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 volunteer or intern in the laboratory or work area;
   • A student or authorized participant in a university-sponsored program; or
   • An expected visitor.

B. The unit supervisor overseeing work areas or laboratories in which potentially hazardous conditions exist is 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. The unit supervisor 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.
   1. 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 the supervisor is responsible.
2. The supervisor will post the specific guidelines for all areas for which the supervisor is responsible and will provide a copy to the chair, dean, or head of the unit.

3. The guidelines for each laboratory or work area must be revised and an updated copy provided to the dean, chair, or head of the unit at least yearly or whenever the supervisor deems it necessary for safety in areas for which the supervisor is responsible.

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 or work area 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 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

5. The minor's presence in a laboratory for a specific educational purpose must be approved in advance by the laboratory supervisor. The supervisor shall not grant approval if the proper protective equipment for the minor would require additional respiratory protection beyond the use of a fume hood, or in any situation involving exposure to radioactive materials and devices or exposure to BL-2 level or higher micro-organisms. The minor shall:
   • Utilize the proper personal protective equipment
   • Have adult supervision by a university employee or graduate student authorized to be in such work area or laboratory

E. Except as provided below, individuals under 16 years of age, including temporary employees, are not allowed in laboratories or any other work area 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.

   • Interns under 16 years of age who have been appropriately trained in laboratory safety may work in laboratories in which low levels of radioactivity are present if the intern has adult supervision by a university
employee or graduate student authorized to be in such work area or laboratory 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 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.

1. The unit supervisor must approve the "walk through" under the guidelines established for the specific work area or laboratory.
2. The unit supervisor will determine which areas of the work area or laboratory are safe for such "walk through" permission.
3. With unit supervisor approval, a minor may be walked through the designated areas of the work area 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. However, a minor who is on university property under these circumstances is not a "visitor" within the context of this policy. The presence of children in potentially hazardous areas or laboratories poses a significant safety hazard, not only for the child but also for the employee/parent whose attention may be divided between 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 or work area while the employee/parent 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:

- Biosafety Training
- Bloodborne Pathogen Training
- Hazard Communication Training
- Laboratory Safety Training
- Personal Protective Equipment Training
- Radiation Safety Training

Definitions

Minor: An individual under the age of 18.
Adult: An individual age 18 or over.
"Hot" and "Cold" Temperatures: In reference to air temperature, above 95°F or below 40°F for an extended period of time. In reference to water temperatures, above 100°F and below 45°F.
"Loud" Noise: Over 84 decibels.

Additional Contacts

| Environmental Health & Safety | iuehs@indiana.edu |

History

This policy was established on September 1, 2004 and updated September 8, 2011, and September 1, 2021.

A substantive review of the policy was conducted by the Office of Insurance, Loss Control & Claims in May 2023 with no revisions made to the policy.
Related Information

PS-01, Programs Involving Children