



Code: **GBDA**
Adopted: 1/16/08
Revised/Readopted: 4/24/13; 4/09/14; 4/22/15
Orig. Code(s): GBDA

Mother Friendly Workplace

The district recognizes that a normal and important role for mothers is to have the option and ability to provide for their child by expressing milk in the workplace. The Board directs the superintendent/designee to take measures and develop regulations to ensure that all district employees shall be provided with an adequate location for the expression of milk.

The superintendent/designee shall see that the district makes a reasonable effort to provide a room or other location in close proximity to the employee's work area, other than a restroom, where an employee can express milk in privacy. This policy directs the superintendent/designee to include the following in the development of a regulation to ensure the provisions for employees required by this policy.

1. The advice of a school nurse or health professional in determining the most reasonable facility accommodation.
2. The plan shall include an accessible, private room with a lock that would allow a mother to pump breast milk to be stored for later use.
3. The room shall include:
 - a. Electrical outlets for electric pumps;
 - b. Sanitation facilities including a sink close by, for hand washing and the rinsing of containers;
 - c. A sign-up sheet and a sign posting the room as "private during use."

A reasonable effort will be made to provide a flexible work schedule in consideration of the requirement of the staff member's responsibility.

The district shall provide the employee a 30-minute rest period to express milk during each four-hour work period, or the major part of a four-hour work period, to be taken by the employee approximately in the middle of the work period.¹ If feasible, the employee will take the rest period at the same time as the rest periods or meal periods provided by the district.

This policy and a list of designated locations will be published in the employee handbook. A list of designated locations must be readily available upon request in the central office of each school facility and in the district's central office.

END OF POLICY

¹Districts should refer to their collective bargaining agreements to determine if the "rest period" is paid, nonpaid or a combination.

Legal Reference(s):

[ORS 243.650](#)

[ORS 653.077](#)

[ORS 653.256](#)

[OAR 839-020-0051](#)

Cross Reference(s):

GCBD/GDBD - Personal Illness and Injury Leave