

## **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 breast-feeding or expressing milk in the workplace. The Board directs the superintendent or 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 or breast-feeding.

The superintendent or designee shall see that the district makes a reasonable effort to provide a room or other location in close proximity to the employees' work area, other than a restroom, where an employee can breast-feed her child or express milk in privacy. This policy directs the superintendent or 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:
  - a. To breast-feed a child brought in during a lunch or other break period; or
  - b. 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";
  - d. A flexible work schedule in consideration of the requirements of the staff members responsibility; and
  - e. Time allotted for this activity is not to exceed the normal time allowed for lunch and or breaks.

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

The district shall provide the employee a 30-minute rest period to breast-feed or 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<sup>1</sup>. If feasible, the employee will take the rest period at the same time as the rest periods or meal periods provided by the district.

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

This policy will be published in the employee handbook. The Human Resources Benefits Specialist will assist nursing mothers in determining a suitable location based upon their job assignment, location and needs.

END OF POLICY

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**Legal Reference(s):**

[ORS 243.650](#)

[ORS 653.077](#)

[ORS 653.256](#)

[OAR 839-020-0051](#)