

## **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/designee to take measures and develop procedures 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 employee's work area, other than a restroom, where an employee can breast-feed her child or express milk in privacy. This policy directs the superintendent/designee to include the following in the development of a procedures 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;
  - 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; and
  - 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 requirements 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.<sup>1</sup> If feasible, the employee will take the rest period at the same time as the rest period 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 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

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**Legal Reference(s):**

[ORS 243.650](#)

[ORS 653.077](#)

[ORS 653.256](#)

[OAR 839-020-0051](#)

**Cross Reference(s):**

GCBDD/GDBDD - Sick Time