

**BEND-LA PINE SCHOOLS**

Administrative School District No. 1

Deschutes County, Oregon

**ADMINISTRATIVE POLICY**

Name: Mother Friendly Workplace

Section: Required Policies

Code: GBDA-AP

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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 regulations to ensure that all district employees shall be provided with an adequate location for the expression of milk or breast-feeding.

The superintendent/designee shall see that the district makes a reasonable effort to provide a room or other location in close proximity to work areas, 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 regulation to ensure the provisions for employees required by this policy.

1. 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:
  - a. Breast-feed a child brought in during a lunch or other break period;
  - b. Pump breast milk to be stored for later use;
  - c. Inclusion of electrical outlets for electric pumps;
  - d. Sanitation facilities including a sink close by, for hand washing and the rinsing of containers;
  - e. A sign up sheet and a sign posting the room as "private during use";
  - f. A flexible work schedule in consideration of the requirements of the staff member's responsibility;
  - g. Time allotted for this activity is not to exceed the normal time allowed for lunch and or breaks.

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.

END OF POLICY

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**Legal Reference(s):**[ORS 243.650](#)[ORS 653.077](#)[ORS653.256](#)

Reviewed: 4.22.08

Approved: 4.22.08

