

Lactation Policy

Policy/Procedure

The college supports breastfeeding parents by accommodating those who choose to express breast milk during the day. This support extends to faculty, staff, visitors and students who find themselves in need of time and space to pump or breastfeed while on campus. The college will not tolerate any form of discrimination or harassment of, or retaliation against, lactating parents.

Breastfeeding parents are permitted to breastfeed in any campus space in which the parent and child are otherwise entitled to be present.

Human Resource Services will manage accommodations for employees and visitors, while the Title IX and Sexual Respect Office will manage accommodations for students. The office managing the accommodation will work with each lactating parent to determine a private lactation area that is free from intrusion by co-workers and the public. The space will also have an electrical outlet, a table and seating, and will be within a reasonable proximity to a nearby sink for washing. Milk should be placed in cooler-type containers under the parent's control or may be stored in college refrigerators within a department or area, where available. Milk placed in a college refrigerator should be clearly labeled with name, phone number, and date and should be removed daily.

Employees

All employees who need to express milk during the working day will work with their supervisor and Human Resource Services to determine how best to accommodate the needs of the parent while still accomplishing the performance of their jobs. Lactation is not always a predictable process, so supervisors are encouraged to check in with their employees to ensure any arrangements are continuing to meet the employee's needs, and employees are encouraged to bring changing needs to their supervisor's attention.

Generally, lactation breaks are to run concurrently with break time already provided. Employees who need additional time should work with their supervisor to develop a plan. Supervisors should be aware that lactation can be unpredictable, and there may be situations where an unscheduled break is warranted. No employee should be put in an embarrassing or uncomfortable situation simply because they need a break outside of their approved schedule. Regular communication between the employee and supervisor can help ensure that the needs of the employee and the college are being met.

Students

While students are often able to utilize time between classes to pump, there may be situations where a student's schedule does not have sufficient break time available. Students can work with the Title IX and Sexual Respect Office to establish breaktimes that will meet their needs.

History/Revision Information

Responsible Office: Human Resource Services, Title IX

Effective Date: 04/14/2023

Last Amended Date: 04/14/2023

Review: 3 Year