

Sample text of a worksite lactation support policy

Business Name:

Date:

It is our policy to encourage all pregnant and postpartum employees to consider breastfeeding or chestfeeding their infants and young children as a means of promoting the health of both child and parent. We encourage and support employees in their efforts to combine working and lactation.

1. This worksite lactation support policy recognizes that breastfeeding/chestfeeding is the most healthful, natural, and economic method of infant nutrition. It is our policy to support the needs of lactating parents when they return to work.
2. Parental leave planning will address the transition from full-time parental leave to full-time work and the impact that this may have on lactation.
 - Parental leave is sufficient to establish lactation, generally 6-8 weeks.
 - Options include: a combination of full-time and part-time parental leave, a flexible work schedule to accommodate lactation needs, break times to use a pump to express milk at work.
3. Lactating employees are allowed a flexible schedule for nursing or pumping. The time allowed will not exceed the normal time allowed for lunch and breaks. For time above and beyond normal lunch and breaks, sick/annual leave must be used or the employee may come in earlier, leave later, or take a shorter lunch.
4. An appropriate room will be provided where lactating employees can:
 - a. Nurse an infant brought in during lunch or breaks.
 - b. Express milk to be stored for later use.
 - The room will be a private area for feeding an infant or pumping milk, located in an area where a crying infant will not be disruptive to other employees.
 - The room will have accessible electrical outlets for electric pump and a sink close by with a clean, safe water source for hand washing and washing pump equipment.
 - The room will contain a comfortable chair with arms for nursing, a nursing stool could be optional, a table or desk, and a chair for pumping.
5. If needed, a sign-up sheet will be posted to ensure that all those needing the room will have the opportunity to use it.
6. A small refrigerator will be available for safe storage of human milk. Lactating employees will provide their own containers and milk stored in the refrigerator will be clearly labeled with name and date. Those who use the refrigerator shall be responsible for keeping it clean.