

## **WORKSITE LACTATION POLICY**

Goucher College provides a supportive environment to enable breastfeeding employees to express their milk during business hours.

### **Lactation Rooms**

Goucher College has designated a private and sanitary location on campus so that employees may express their milk during business hours. The designated lactation room is located inside the women's bathroom on the first floor of the Dorsey Center. The lactation room provides an electrical outlet, comfortable chair, and nearby access to hot running water and soap. Breastfeeding employees are responsible for keeping the general lactation room clean for the next user. If employees prefer, they may also express their milk in their own private offices, or in other comfortable locations agreed upon in consultation with the employee's supervisor.

### **Reasonable Break Times**

Employees shall be granted flexible and reasonable breaks, using their normal break periods and meal times, to accommodate milk expression. For time that may be needed beyond the usual break periods, employees may make up the time as negotiated with their supervisors.

Employees who wish to express milk during the work period should keep supervisors informed of their needs so that appropriate accommodations can be made to satisfy the needs of both the employee and the department. Nursing mothers who feel they have been denied appropriate accommodations are encouraged to contact Human Resources.

### **Distribution of Policy**

The Worksite Lactation Policy shall be disseminated to new employees during orientation. Information about breastfeeding support after returning to work shall also be provided to employees prior to their maternity leave.