



Administrative Directive 5.50.059-AD

Expression of Milk in the Workplace

I. Expressing breast milk and breastfeeding

A. The District will ensure that all District employees shall be provided with an adequate location for the expression of milk or breastfeeding and will make reasonable efforts to provide a room or other location in close proximity to work areas, other than a restroom, where an employee can breastfeed their child or express milk in privacy.

1. In making reasonable efforts to provide a location for expressing milk or breastfeeding, District administrators shall, when feasible make available an accessible, private room with a lock that would allow an employee to:

- a) Breastfeed a child brought in during a lunch or other break period;
- b) Pump breast milk to be stored for later use;
- c) Use electrical outlets for electric pumps;
- d) Use sanitation facilities including a sink close by, for hand washing and the rinsing of containers;
- e) Fill out a sign-up sheet and be able to post a sign showing the room as “private during use”; and
- f) Use a flexible work schedule in consideration of the requirements of the staff member’s responsibilities.

B. The District shall provide the employee a reasonable time to express milk during each time the employee needs to express milk. The employee shall, if feasible, take the rest periods to express milk at the same time as the break times or meal periods that are otherwise provided to the employee.

History: Approved 12/09; Amended 7/1/2020