



Lactation and Breastfeeding Support Policy

Riverland Policy #4.34

PURPOSE:

Riverland Community College recognizes the importance and benefits of breastfeeding for both mothers and their infants, and in promoting a family-friendly work and study environment. The College will make private space available for lactation purposes for employees and students, and will provide lactation break periods for employees who are breastfeeding.

APPLICABILITY:

Riverland Community College shall provide sanitary and private facilities in close proximity to the work area for mothers to breastfeed or to express breast milk. The College's lactation spaces, located at each campus and office building, offer a private space for nursing mothers to express milk while at work.

SCOPE: All female faculty, staff, and students.

DOES THIS POLICY HAVE A PROCEDURE? Yes

User Responsibilities

- Nursing mothers are responsible for keeping milk expression areas clean, using appropriate antiseptic techniques to clean the area after use. Nursing mothers are also responsible for keeping the general lactation room clean for the next user. This responsibility extends to both designated milk expression areas, as well as other areas where expressing milk will occur.
- When more than one nursing mother needs to use the designated lactation room, a sign-in log will be used to negotiate milk expression times that are most convenient or best meet their needs.

Lactation Breaks for Staff:

- Breastfeeding employees are allowed to breastfeed or express milk during work hours using their normal breaks and meal times. For time that may be needed beyond the usual break times, an employee may use personal leave, unpaid leave, or may alter the work schedule with advance notice to their supervisor.
- Administration and supervisors are responsible for informing pregnant and breastfeeding employees about the college's breastfeeding policy.
- It is expected that all employees will assist in providing a positive atmosphere of support for breastfeeding employees.
- **Requesting Lactation Support**
 - Employees who wish to express milk during the work period shall keep supervisors informed of their needs so that appropriate accommodations can be made to satisfy the needs of both the employee and the college.
 - Break times for lactation purposes should run concurrently with the rest periods already provided. The break can be uncompensated if the employee is completely relieved of duty during the break. The time must be compensated, however, to the extent that the covered employee uses otherwise compensated break time for this purpose.

- It is assumed that no serious disruption of college operations will result from providing lactation time.

Lactation Services for Students and Instructors:

- Students and faculty planning to use the lactation facilities must do so around their scheduled class times.
- Although any necessary student accommodations should be negotiated with individual instructors, faculty are not required to excuse tardiness or absences due to lactation needs.

LIST RELATED POLICIES, PROCEDURES OR FORMS:

[MMB HR/LR General Memo #2014-4 “Reasonable Break Time for Nursing Mothers”](#)

[Minnesota Statute 181.939 Nursing Mothers](#)

[U.S. Department of Labor Fact Sheet #73- “Break Time for Nursing Mothers under the FLSA”](#)

Date Issued: 1/2020New

Responsible Division / Author: Chief Human Resource Officer

Date Revised: [Click or tap here to enter text.](#)