

**West Linn-Wilsonville  
School District 3J**

Code: **GBDA**  
Adopted: 3/13/08  
Readopted: 5/6/19  
Orig. Code(s): GBDA

**Mother Friendly Workplace**

The district recognizes that an important role for mothers is to have the option to provide for their child by expressing milk in the workplace. Employees must give notice of intent to express milk to their supervisor. Unless otherwise agreed upon by the district and employee, the district shall provide the employee a 30-minute rest period to express milk during each four-hour work period, or the major part of a 4-hour work period, to be taken by the employee approximately in the middle of the work period. If feasible, the employee will take the rest period at the same time as the rest period or meal period provided by the district.

The district will make a reasonable effort to provide a room or other location in close proximity to the employee's work area, other than a restroom, where an employee can express milk in privacy. "Close proximity" means within walking distance from the employee's work area that does not appreciably shorten the rest or meal period.

The facility accommodation should include an accessible, private room that would allow a mother to pump breast milk to be stored for later use. Such a room should also include electrical outlets for electric pumps and sanitation facilities including a sink close by for hand washing and the rinsing of containers, and signage posting the room as "private" during use.

A list of such facility accommodations will be available at each school office and in the central office.

This policy only applies to employees who are expressing milk for children 18 months of age and younger.

END OF POLICY

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**Legal Reference(s):**

[ORS 243.650](#)  
[ORS 653.077](#)

[ORS 653.256](#)

[OAR 839-020-0051](#)