

**BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT**

Subject: Expression of Milk or Breast-feed in the Workplace
Policy Number: GBDA Effective Date: 10/2022
Date of Original Policy and Revisions: 11/07, 1/09, 11/11, 10/13, 2/16
Cancels Policy: N/A Dated: N/A
Date of Next Review: 10/2025

POLICY

When possible, an employee must give reasonable notice of the intent to express milk or breast-feed to a supervisor, building principal, or District administrator. The District shall provide the employee a reasonable rest period to express milk or breast-feed each time the employee has a need to express milk or breast-feed. If feasible, the employee will take the rest period at the same time as the rest of periods or meal periods provided by the District.

The District will make a reasonable effort to provide a location, other than a public restroom or toilet stall, in close proximity to the employee’s work area, where an employee can express milk or breast-feed in private, concealed from view and without intrusion by other employees or the public. “Close proximity” means within walking distance from the employee’s work area that does not appreciably shorten the rest or meal period. If a private location is not within close proximity to the employee’s work area, the District may not include the time taken to travel to and from the location as part of the break period.

The following locations have been identified in each facility for milk expression or breast-feeding:

1. District Office/Business Services/Technology: a private office in each building;
2. Clear Lake Elementary School: a classroom or conference room with windows covered and door locked or a private office in the building;
3. Danebo Elementary School: a classroom or conference room with windows covered and door locked or a private office in the building;
4. Fairfield Elementary School: a classroom or conference room with windows covered and door locked or a private office in the building;
5. Irving Elementary School: a classroom or conference room with windows covered and door locked or a private office in the building;
6. Malabon Elementary School: a classroom or conference room with windows covered and door locked or a private office in the building;
7. Meadow View School: a classroom or conference room with windows covered and door locked or a private office in the building;
8. Prairie Mountain School: a classroom or conference room with windows covered and door locked or a private office in the building;

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9. Cascade Middle School: a classroom or conference room with windows covered and door locked or a private office in the building;
10. Shasta Middle School: a classroom or conference room with windows covered and door locked or a private office in the building;
11. Kalapuya High School: a classroom or conference room with windows covered and door locked or a private office in the building;
12. Willamette High School/Bethel Community Transition Network: a classroom or conference room with windows covered and door locked or a private office in each building;
13. Transportation/Maintenance/Print Shop: a private office in each building.

An employee who expresses milk during work hours may use the available refrigeration to store the expressed milk. The District must allow the employee to bring a cooler or other insulated food container to work for storing the expressed milk and ensure there is adequate space in the workplace to accommodate the employee's cooler or insulated food container.

This policy and the list of designated locations is published in the employee handbook. The list of designated locations is available upon request in the central office of each school facility and in the District's central office.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

REFERENCES / COMMENTS

[ORS 243.650](#)
[ORS 653.077](#)
[ORS 653.256](#)
[OAR 839-020-0051](#)