

BREASTFEEDING & RETURN TO WORK POLICY®

DOCUMENT SUMMARY/KEY POINTS

- This policy has relevance for all staff employed by the Sydney Children's Hospitals Network, and recognises the specific needs of breastfeeding mothers.
- In 2007 the Government amended the Anti-Discrimination Act 1977 to make it an offence to discriminate against a person who breastfeeds, including the act of expressing milk.
- The purpose of this policy is to:
 - provide pertinent information to staff regarding breastfeeding support that is available to them to aid in their return to work following maternity leave.
 - provide breastfeeding mothers working within the SCHN with access to breastfeeding information and assistance.
 - ensure appropriate facilities are available for employees to either breast feed or express their breast milk to support lactation within the SCHN work environments.
- All employees must be advised of workplace facilities for breastfeeding and any relevant Network or site specific policies.

READ ACKNOWLEDGEMENT

- All staff employed by the Sydney Children's Hospitals Network at Westmead and Randwick campuses are to be aware of this policy.
- All managers are to read and acknowledge they understand the contents of this policy.

Approved by:	SCHN Policy, Procedure and Guideline Committee	
Date Effective:	25 September 2017	Review Period: 3 years
Team Leader:	Workforce Manager	Area/Dept: Workforce

CHANGE SUMMARY

- CHW policy of the same title was due for mandatory review. It was updated and is now replaced by this SCHN version.
- No major changes have been made in this policy for CHW staff.
- Inclusion of relevant information for SCH staff.
- Resource list has been updated

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Introduction

The Sydney Children's Hospitals Network (SCHN) at Westmead and Randwick, in accordance with the NSW Ministry of Health Policy Directive [Breastfeeding in NSW: Protection, Promotion and Support](#) [PD2011_042], is committed to providing a family friendly workplace and recognising the importance of breastfeeding for the health and well-being of infants, children and their families.

The provision of support for the continuation of breastfeeding after returning to work may:

- assist in the retention of the workforce
- aid in the maintenance of the skill base of that workforce
- reduce absenteeism because breastfed babies are generally more healthy
- help to lower staff turnover
- help to improve staff morale
- Increase/maintain "Breastfeeding retention" rates in lactating mothers (as per PD2011_042)

Purpose

The purpose of this guideline is to:

- Provide pertinent information to staff regarding breastfeeding support that is available to them to aid in their return to work following maternity leave.
- Provide breastfeeding mothers working within the SCHN with access to breastfeeding information and assistance.
- Ensure appropriate facilities are available for employees to either breastfeed or express their breast milk to support lactation within the Westmead and Randwick campus work environments.

Background

The World Health Organisation (WHO) and the National Health and Medical Research Council (NHMRC) recommend that babies be exclusively breastfed for the first 6 months and that breastfeeding is continued up to 2 years of age with appropriate complementary foods and beyond. These recommendations are based on research that demonstrates the considerable benefits of breastfeeding and that breast milk provides the infant with optimal nutrition.

Supporting Breastfeeding at SCHN

In their efforts to support breastfeeding, SCHN supports and encourages staff members who wish to continue this practice when they return to work.

Managers should advise employees who are pregnant or may be considering pregnancy of workplace facilities for breastfeeding and any relevant Network or site specific policies.

Employer Responsibilities

To provide a safe and healthy workplace that facilitates the support of breastfeeding, the SCHN provides staff with the following:

- Access to a safe, clean, private and lockable space in which to breastfeed or express their milk (Refer to the relevant sections below: [CHW Staff Only Breastfeeding or Lactation Room](#) or [SCH Breastfeeding Room](#)).
- Access to an electric breast pump.
- Comfortable seating and a table/bench for placement of the breast pump.
- A power point for operating the breast pump.
- Access to facilities for washing and drying hands, and cleaning of equipment.
- Access to refrigerators for storage of expressed breast milk (EBM).
- Flexibility in their work arrangements (Refer to [Lactation Breaks section](#) below). Lactation breaks are organised in negotiation with the manager, supervisor or the team leader taking into account the service requirements.
- EBM may be stored in sealed appropriately labelled containers (name and date EBM was expressed) in refrigerators provided in the Breast Feeding room, or in breast milk/formula refrigerators in ward areas. For more information on safe management and storage of EBM refer to:
 - SCHN [Infant Feeding: 0-12 months - Breastfeeding Practice Guideline](#) or
 - MoH [Breast Milk – Safe Management policy](#).
- If lactation difficulties arise,
 - **At CHW:** staff members may contact the **Child and Family Health CNC** on page 6028 for assistance.
 - **Lactation Nurse Grace** – extension 53398
 - **At SCH:** Staff members may contact the **Local Early Childhood Health Centre - www.sch.edu.au/departments/child_family_health** Mon – Fri 0830 – 1700

Employees responsibilities

- Employees have obligations under the Workplace Health And Safety Act 2011 to:
 - Take reasonable care for their own health and safety
 - Take reasonable care for the health and safety of others
 - Comply with any reasonable instruction by the SCHN
 - Cooperate with any reasonable policies and procedures of the SCHN
 - Ensure that any care giver entering the workplace (bringing an infant/child in for a working mother to breastfeed) is aware of the potential risks of the environment (e.g. injury and cross infection).

- Constantly supervise their child/infant while present in the workplace.
- Ensure the care giver and infant vacate the workplace immediately following the end of the lactation break.
- The employee is **also** responsible for:
 - Notifying their manager / supervisor of their workplace lactation / breastfeeding requirements in a timely fashion.
 - Providing their own expressing equipment.
 - Ensuring that their expressed breast milk is appropriately and clearly labelled (name & date EBM expressed) and stored.
 - Ensuring that facilities are left clean, ready for others to use.
 - Ensuring that any damage, breakages or other issues are reported to the relevant person

Problems:

- For facility problems at both sites contact Maintenance Department
- For breast pump problems contact:

At CHW: Child and Family Health CNC on page 6028

At SCH: Clinical Products Manager ext 23665 or page: 44437.

Visitor's responsibilities

- Comply with any reasonable work health and safety instructions at the workplace
- Take reasonable care to not put themselves or others at risk.

Lactation breaks

Lactation breaks are available for any employees who may wish to combine work and breastfeeding. These breaks are specifically for:

- expressing breast milk
- breastfeeding the baby (either at the work site or away from the worksite).

Employees combining work and breastfeeding may be granted up to a total of 1 hour as paid lactation breaks during an 8 hour working day, 1.5 hours for those working 12 hour shifts. The paid lactation breaks includes travelling time for employees who take lactation breaks off the work site. The flexibility that women need to either breastfeed or express milk is to be considered in the timing of paid lactation breaks (e.g. two 30 minute paid lactation breaks, or a 1 hour lactation break).

The timing of lactation breaks is to take the needs/priorities of both the organisation and the employee into account, with a focus on minimising disruption in the workplace. Lactation breaks are not normally to be combined or taken in conjunction with other paid breaks (e.g. morning or afternoon tea, lunch or dinner).

Organising lactation breaks on a shift by shift basis

Paid lactation breaks are to be discussed and agreed on between individual managers, Leading Hands or shift co-ordinators before the first lactation break is taken every shift. Service and patient care issues must be considered carefully by both parties.

CHW Staff Only Breastfeeding or Lactation Room

For CHW employees who are lactating, there is a room available to either breast feed or express breast milk for your child.

- The room is provided with an electric breast pump. All attachments and bottles etc. must be provided by the employee.
- The employee is responsible for leaving the equipment in a clean useable state, in readiness for use by other employees.
- The room is located on Level 4 near the double elevators – room number 644701 (refer to CHW map below) (the signage on the door states “Staff”)
- Accessed by using the keypad security code: **C81546**

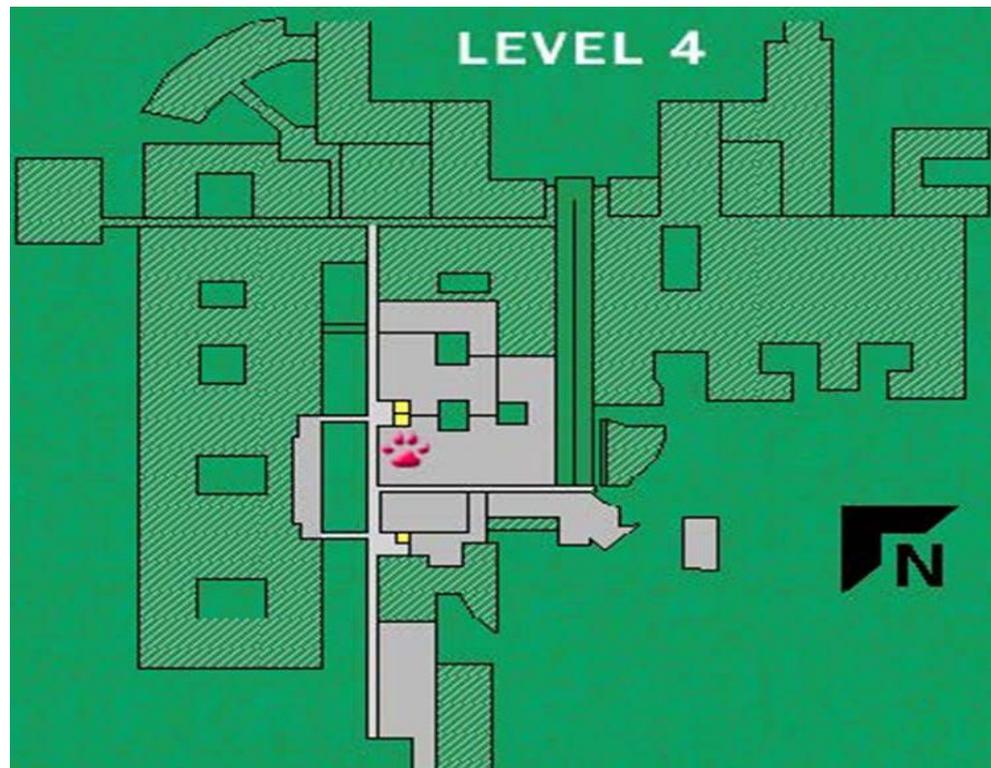
For further inquiries contact:

- Clinical Nurse Consultant – Child and Family Health (page: 6028 during business hours)

OR

- The After Hours Nurse Manager on page: 6056

CHW Map



SCH Breastfeeding Room

For employees who are lactating, there is a room available to either breastfeed your child or to express breast milk for your child. This room is available to both staff members and visiting breastfeeding mothers.

- The room is provided with a Medela electric breast pump. All attachments bottles etc. must be provided by the employee.
- The employee/user is responsible for leaving the equipment in a clean useable state, in readiness for use by other staff members and visiting breastfeeding mothers.
- The room is located on Level 0, opposite the main entrance to Children's Outpatient Department – room number C0.032 (refer to map below).
- Access is electronic proximity switch using Staff ID card.

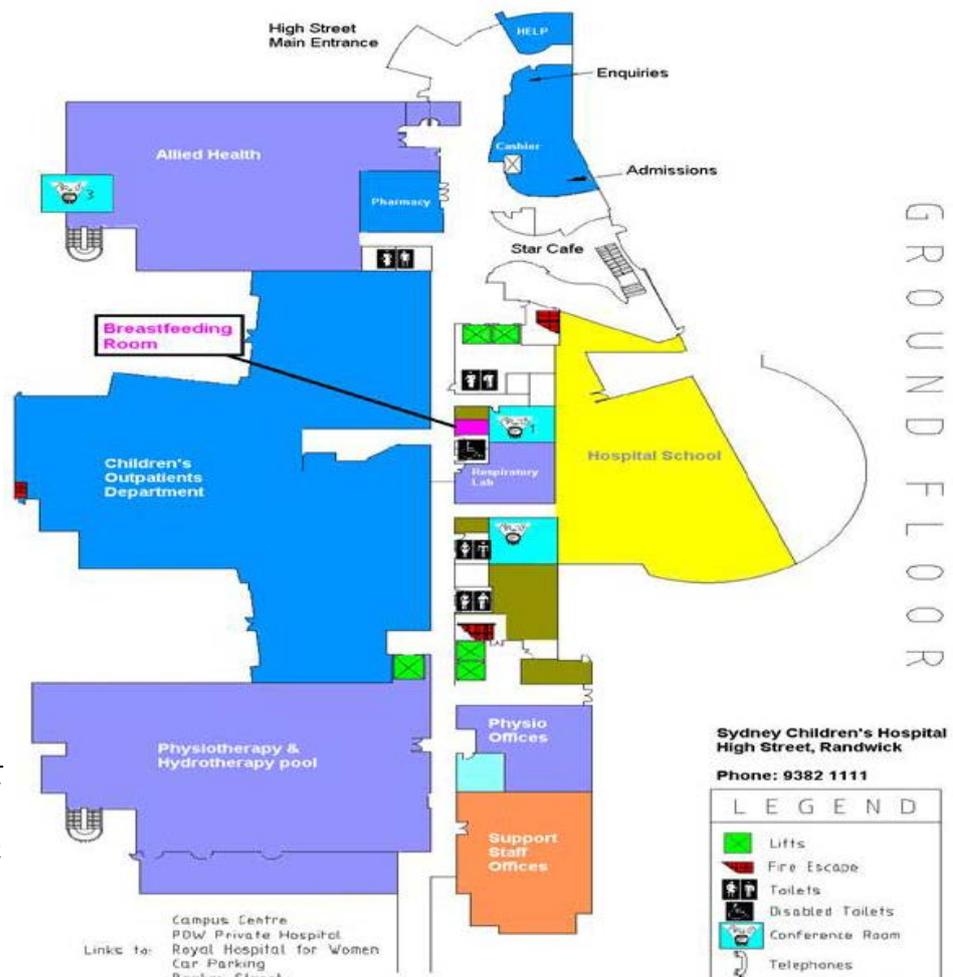
For further inquiries contact:

- NUM C2S Ext 21104.

OR

- The After Hours Nurse Manager on page: 44103

SCH Map



Date of Publishing: 20 July

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Relevant resources

New South Wales Legislation and MoH Policy

- NSW Anti-Discrimination Act 1977:
<http://www.legislation.nsw.gov.au/fullhtml/inforce/act+48+1977+cd+0+N> (accessed 29 March 2017)
 - Work Health and Safety Act 2011:
<http://www.legislation.nsw.gov.au/fullhtml/inforce/act+10+2011+cd+0+N> (accessed 29 March 2017)
 - Industrial Relations Act 1996 – Section 70
<http://www.legislation.nsw.gov.au/fragview/inforce/act+17+1996+ch.2-pt.4-div.2-sec.70+0+N?tocnav=y> (accessed 29 March 2017)
 - NSW Ministry of Health Policy Directive PD2011_042 *Breastfeeding in NSW: Promotion, Protection and Support*
http://www1.health.nsw.gov.au/pds/ActivePDSDocuments/PD2011_042.pdf (Accessed 29 March 2017)
 - NSW Health Guideline GL2005_068 *Breastfeeding - Promoting and Supporting in NSW: Case Studies*:
http://www1.health.nsw.gov.au/PDS/pages/doc.aspx?dn=GL2005_068 (Accessed 29 March 2017)
- NSW Health Breast Milk – Safe Management PD2010_019:
http://www1.health.nsw.gov.au/pds/ActivePDSDocuments/PD2010_019.pdf (Accessed 29 March 2017)
- Part 9A - Equal Opportunity In Public Employment:
http://www.austlii.edu.au/au/legis/nsw/consol_act/aa1977204/ (accessed 29 March 2017)
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