

# Breastfeeding/Lactation in the Workplace Policy

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The Royal Australian and New Zealand College of Obstetricians and Gynaecologists (RANZCOG) supports the rights and needs of all people who are breastfeeding/lactating.

## 1. Purpose

The College recognises the importance of breastfeeding/lactation and want to support this in the workplace. The College is committed to fostering a supportive environment for all staff, members, trainees, external individuals serving on a RANZCOG body, and visitors. The College aims to provide a space that is comfortable and practical for breastfeeding/lactation to be facilitated in the workplace.

The purpose of this policy is to clearly articulate the roles and responsibilities of the organisation relating to breastfeeding/lactation and work. This policy is a tool to:

- demonstrate a commitment to equal employment opportunities;
- support recruitment and retention strategies following parental leave;
- reduce absenteeism amongst new parents;
- assist staff to integrate their work and family commitments; and
- promote health and wellbeing, workplace diversity, and corporate social responsibility.

The College recognises that issues relating to returning to work or parenting and other life situations can be stressful. The College recommends staff to have regular conversations with managers during their return-to-work process. For independent professional support please contact Converge, the College's Employee Assistance Program (EAP) program, on 1300 687 327.

## 2. Scope

This policy is applicable to all College staff, whether full-time, part-time, permanent, temporary, or casual, and contractors who wish to combine breastfeeding/lactation and paid work, as well as members, trainees, external individuals serving on a RANZCOG body, and other visitors to the College.

This policy applies to a range of circumstances such as individuals returning from parental leave; individuals who may be breastfeeding/lactating; individuals who may be re-lactating, and pre-adoptive individuals who may wish to establish a milk supply prior to their infant's placement.

### 3. Support for breastfeeding/lactating individuals

To enable breastfeeding/lactation in the workplace, the College is committed to providing the following support and provisions:

- Breastfeeding/lactation breaks
- Flexible work options
- Breastfeeding/family room with appropriate facilities
- Protection from unlawful discrimination or harassment

It is recommended that staff requesting the support services discuss the following arrangements with their direct managers.

#### i. Breastfeeding/Lactation Breaks

The College supports the need for flexible breaks to breastfeed/lactate and express milk during working hours. The number and duration of breaks needed to feed or express milk will be determined by the individual needs and age of the infant. The younger the infant, the more frequently this is likely to be done. The College also supports staff who choose to use a wearable pump in a clinical setting,

#### ii. Flexible Work Options

Breastfeeding/lactating staff members returning to work can seek flexible work options. All flexible working arrangements are subject to operational requirements. These may include:

- paid breaks to express milk or to feed the infant in a dedicated breastfeeding/family room or at an offsite location;
- flexible start/finishing times;
- allowing lunch and other breaks to be taken to coincide with feeding times;
- working from home arrangements;
- staggered return to work and/or a gradual increase to full contracted hours
- allowing the staff member to leave the office to go to the infant or have the infant brought into the office for feeding.

In addition to this policy, staff should refer to the *Parental Leave Policy and Procedure* and the *Hybrid and Flexible Working Policy*. All flexible working arrangements for employees are subject to the College's business needs.

#### iii. Facilities

The College supports the right to breastfeed/lactate in public spaces and acknowledges that it is unlawful to discriminate against a person that is nursing an infant or pumping in public. This is in accordance with existing legislation. The College also encourages staff and management to have a welcoming and inclusive approach to supporting people who are breastfeeding/lactating, to enable them the agency to do so in a way that suits best.

RANZCOG, where practical, has provided suitable facilities (e.g., the Family Room, located at Djeembana) as an option for staff, members, trainees, external individuals serving on a RANZCOG body, and visitors to access for their breastfeeding/lactation needs.

The Family Room (Djeembana) provides:

- a private, hygienic, clean, and lockable space;
- power point access;
- appropriate seating close to power point;
- a table for pumping equipment;
- hand washing facilities;
- access to a microwave
- hygienic facilities for washing pumping equipment;
- access to existing refrigerators for storing milk; and
- secure facilities for storage of a pump and other equipment.

The Family Room has a shared function and can be booked via an Outlook calendar. The Family Room is available during ordinary working hours and outside of these hours during events and College business for those seeking privacy whilst breastfeeding/lactating. Where a room is occupied by another user, the room can be shared by mutual agreement with the residing occupant. Alternative facilities will be made available to the breastfeeding individual if for any reason the Family Room is temporarily unavailable.

## 4. Related RANZCOG Documents

[RANZCOG Code of Conduct](#)

[RANZCOG Complaints Policy](#)

[RANZCOG Organisational Values](#)

[RANZCOG Diversity and Inclusion Policy](#)

[RANZCOG Bullying, Harassment & Discrimination Policy](#)

[Additional Support Requests Policy and Procedure](#)

[Grievance and Complaints Policy and Procedure](#)

[Hybrid and Flexible Working Policy](#)

[Parental Leave Policy and Procedure](#)

Version	Date of Version	Pages revised / Brief Explanation of Revision
v1	July 2023	Initial creation.

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