

SKIDMORE

C O L L E G E

EXPRESSING BREAST MILK IN THE WORKPLACE

Effective 8/15/07, New York law requires the College to permit nursing mothers to express breast milk in the work place for up to three years following the birth of a child. The College will provide unpaid break time (see following) or allow employees to use paid break time or meal time, to express breast milk. Employees who will be expressing breast milk should discuss their plans with their immediate supervisor and/or the Director of Human Resources, or her designee, to properly schedule this and to confirm the availability of an appropriate and private location for this activity. The College is prohibited from discriminating against any employee who chooses to express milk in the work place.

The NYS Department of Labor has expressed its opinion that “reasonable unpaid break time” is “sufficient time to allow the employee to express breast milk,” and shall generally be no less than twenty (20) minutes, and generally no more than thirty (30) minutes depending on the proximity of the designated location for expressing breast milk. In most situations, employers are required to provide unpaid break time for the expressing of breast milk at least once every three (3) hours if requested by the employee. At the employee’s option, the employer must allow her to work before or after her normal shift (during the employer’s normal work hours) to make up for the unpaid break time.