



Breastfeeding of Infants Procedure

1. Purpose

To contribute to the University's support for staff and students with responsibilities for children, through providing a framework which provides support and flexibility for breastfeeding mothers, in their transition back to study or work, and in their roles as parents.

2. Scope

This Procedure applies to all staff, students and visitors in all University of Ballarat activities and/or locations.

3. Definitions

Manager: the staff member with delegated responsibility for staffing and related issues in relation to a breastfeeding staff member.

Staff: any person who is an employee of the University including, for the purpose of this Policy, other contracted staff.

Student: any person enrolled as a student of the University.

Visitor: any person, who is not a student or a member of staff, attending a University activity and/or location.

4. Actions

- 1 University staff are expected to abide by Policy and legislative protections which support the choice of staff, students and visitors to breastfeed their infants in locations that the women consider comfortable and suitable to their needs.
- 2 In accordance with the University's Breastfeeding of Infants Policy the University supports staff and students who wish to continue to breastfeed on their return to work or study and encourages practices which support and provide flexibility to breastfeeding mothers.
- 3 The University also recognises its responsibilities to other members of the University community and hence requires that any introduction of infants to the work and study environment be in accordance with the University's Children in University Activities Policy.
- 4 When a staff member wishes to breastfeed in the work place, her manager, in consultation with her, will endeavour to ensure a suitable environment is available.
- 5 Managers will permit lactation time-breaks for breastfeeding staff.
- 6 The University will take all reasonable steps to provide access to suitable facilities for women to breastfeed and/or express and/or store breast milk through taking steps to have at least one designated and properly maintained facility on each campus or through providing facilities, on an ad hoc basis, responding to the needs of the breastfeeding woman.

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5. Responsibilities

The Manager, Equity and Equal Opportunity has responsibility for providing advice and assistance on this Procedure.

The Pro-Vice-Chancellor (Administrative and Academic Support) has overall responsibility for the promulgation and review of this Procedure.

The Pro-Vice-Chancellor (Finance and Development) has responsibilities in relation to the provision of suitable facilities under this Procedure.

All staff with responsibility for other staff and/or for student activities and/or for specific locations have responsibility to implement this Procedure with reference to the Breastfeeding of Infants Policy and Children in University Activities Policy.

6. Policy Base

University of Ballarat Children in University Activities Policy

University of Ballarat Breastfeeding of Infants Policy

Victorian Equal Opportunity Act (1995)

Victorian Occupational Health and Safety Act (1985)

7. Associated Documents

University of Ballarat OH&S Guidelines - Hazard Identification, Risk Assessment and Control for Children in University Activities

University of Ballarat OH&S Procedure – Student Excursions

University of Ballarat Valuing Diversity/Equal Opportunity Policy

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Authorised by: Vice-Chancellor

Maintained by: Pro-Vice-Chancellor (Administrative & Academic Support)

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