



Guidelines on Breastfeeding

- **Overview**
 - **Objectives**
 - **Guidelines**
 - **Responsibilities and Authorities**
 - **Cross References**
 - **Further Assistance**
-

1. **Overview**

The University of South Australia strives to provide an environment which will assist staff to integrate work and life commitments.

UniSA recognises the importance of breastfeeding for both carers and baby and aims to provide a family friendly workplace that enables mothers to balance breastfeeding and their work responsibilities. As individual needs of mother, carer and baby will vary, UniSA offers flexible work arrangements that will meet the needs of staff and operational requirements. These guidelines should be read in conjunction with the Parental Leave Procedure.

2. **Objectives**

To provide staff and managers with guidelines about breastfeeding in the workplace.

3. **Guidelines**

3.1 Lactation Breaks

A staff member who is breastfeeding shall be entitled to reasonable breaks in paid time for lactation purposes.

3.2 Multi access suites

Multi access suites provide a dignified, private and appropriate space that supports the needs of breastfeeding mothers. Suites are established in all metropolitan UniSA libraries with a modified version available at 101 Currie Street.

The suites are electronically controlled and require a swipe card to be accessed. For further information, please visit the [Multi Access Suite website](#).

For staff located at an office where no facilities are available, your manager will discuss your needs with you to find a solution.



3.3 Facilities

Refrigerator/freezer, a sink and storage facilities will be made available. Arrangements will be determined by the work location. It is the responsibility of staff members to use an appropriate container to store the breast milk and to label it with your name and the date collected.

3.4 Support

Staff will be notified of breastfeeding facilities available at UniSA when booking maternity leave.

The Australian Breastfeeding Association has trained volunteer breastfeeding counsellors available 24 hours per day for information and support. See: www.breastfeeding.asn.au for information, or phone 1800 686 268 (1800 mum 2 mum).

4. Responsibilities and Authorities

Immediate Supervisor

The immediate supervisor is responsible for facilitating the management of lactation breaks in accordance with this guideline.

Staff Member

All staff are expected to manage lactation breaks in accordance with this guideline.

The People, Talent and Culture

The People, Talent and Culture is responsible for the development and continuous improvement of this guideline.

5. Cross References

[Parental Leave Procedure](#)

[Guidelines on the use of the Multi Access Suites](#)

6. Further Assistance

Management and staff may seek further advice about lactation breaks in the workplace from:

Their immediate supervisor

The designated People, Talent and Culture Business Partner for their area

The People, Talent and Culture Unit.

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