



## **Lactation Station**

### **Terms of Use**

Misuse of this space in violation of the following terms will result in removal of access and potential disciplinary action by the University.

Fayetteville State University promotes work/life balance and supports working parents with the transition back to school/work following the birth of a child. This includes the support of nursing individuals who wish to express milk periodically during the day.

The Title IX Lactation Station is a space that supports the needs of campus community members who wish to continue their breastfeeding journey upon their return to campus. Users may access the lactation room only for the purposes of expressing, storing, and collecting breast milk.

Fayetteville State University Lactation Station includes essential amenities such as comfortable chairs, tables, electrical outlet, and a changing table. The space also has access to a sink and is equipped with a refrigerator for milk storage. Individuals who are nursing are responsible for bringing their own breast pumps and pump attachments.

### **General Terms of Use**

Users must demonstrate respect for the lactation room as a shared community space. Fayetteville State University is not responsible for any items that are lost, damaged, stolen, or destroyed during the use of the space.

- Users may access the lactation room only for the purpose of expressing, storing and collecting breast milk.
- Users must make sure that the door is completely closed, locked, while in use.
- Users must demonstrate respect for the lactation room as a community space.
  - Do not touch expressed milk bags that do not belong to you
  - Keep space clean and tidy
  - Knock before entering space, despite what door signage might indicate
  - Do not tamper with personal equipment or belongings left by others.
- All equipment and furniture must remain within each respective lactation room space.

## **Privacy**

Users accessing the room should slide the sign to “In Use” upon entering to alert other users that someone is using the room. Slide the sign back to “Vacant” when you leave the room unoccupied. Please respect the privacy of all lactation room users by knocking before accessing the rooms. Do not prop the door open.

## **Cleaning Procedures**

It is the responsibility of the lactation room user to maintain a clean room, ready for the next user.

- All breast milk spills must be cleaned using the anti-bacterial cleaning wipes and/or solutions provided in the room.
- The building housekeeping staff should be notified of any spills that require greater custodial attention.
- Users are responsible for keeping the refrigerator clean and tidy.

## **Amenities**

- |   |   |
|---|---|
| • Cleaning and Personal Care Supplies*                                | • Sharpies (to mark breast milk bags)                         |
| • Mini Refrigerator   | • Labels  |
| • Electrical Outlets  | • Plastic Ziplock bags  |
| • Comfortable Chairs  | • Private Location  |
| • Sound Machine   | • Reading Materials   |
| • Air Purifier  | • Dimmable lamp   |
| • Oil Diffuser  | • Sinks and bathrooms (Located next to the Lactation Station) |
| • Changing Table  |   |
| • Vacant/ In-Use Signage  |   |
| • Snack and Beverage Machines (Located next to the Lactation Station) |   |

## **Supplies**

A limited quantity of personal care supplies is available. Sustaining these supplies is dependent on available resources. Please use these supplies responsibly and only for the purpose of using the room. **Do not remove these supplies from the room.**

Users are encouraged to bring their own personal supplies as needed.

Please email [titleix@uncfsu.edu](mailto:titleix@uncfsu.edu) if stock needs to be replenished. Pending inventory, we will restock as soon as possible.

## **Mini Refrigerator**

- Expressed milk stored in the refrigerator must be labeled with the user's name, phone number with area code, and date the milk was expressed.
- It is the responsibility of each user to remove stored milk by 5PM each day.
- In the event of a known power failure, a staff member will contact the number on each milk bag to retrieve stored milk.
- Milk left in the refrigerator past Friday at 5PM may be discarded.

## **Emergencies**

Should you experience an emergency, please contact Fayetteville State University Police and Public Safety Department at (910) 672-1911.