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**Scottish
Ambulance
Service**
Taking Care to the Patient



BREASTFEEDING POLICY
Version 1.00

DOCUMENT CONTROL SHEET:

Key Information:

Title:	Breastfeeding Policy
Date Published/Issued:	February 2017
Date Effective From:	February 2017
Version/Issue Number:	1.00
Document Type:	Policy
Document status:	
Author:	
Owner:	Human Resources
Approver:	Staff Governance Committee
Contact:	
File Location:	@SAS

Revision History:

Version:	Date:	Summary of Changes:	Name:	Changes Marked:
0.01		Initial draft for consultation		
0.02		Draft for NPF	NA	
0.03		Draft for SGC	NA	
1.00		Agreed copy	NA	

Approvals: This document requires the following signed approvals.

Name:	Date:	Version:
Policy Review Group		0.01
National Partnership Forum		0.02
Staff Governance Committee		0.03

Distribution: This document has been distributed to

Name:	Date of Issue:	Version:
Senior Management Team		1.0
All Staff via @SAS		1.0

Linked Documentation:

Document Title:

Equality and Diversity Impact Assessment:

November 2016

1.0 Introduction

1.1 The Scottish Ambulance Service aims to support and encourage mothers who wish to breastfeed after they return to work. We will:

- Actively support the promotion of breastfeeding amongst our staff and patients;
- Provide information about breastfeeding for pregnant workers;
- Allow, wherever possible, flexibility in working hours, including agreed regular breaks for employees who wish to breastfeed or express milk;
- Wherever possible and as necessary make available rest areas and dedicated storage space for the use of breastfeeding employees.

2.0 Preparing to Return to Work

2.1 The employee should arrange to meet their immediate line manager at least four weeks before the planned date of return to discuss working arrangements which will allow the individual to continue to breastfeed.

3.0 Risk Assessment

3.1 The rules surrounding risk assessment of pregnant employees or employees who have recently given birth equally apply in the case of employees who are breastfeeding with actions, as detailed in the Maternity Policy, being undertaken where such a risk assessment finds that her normal duties would prevent her from successfully breastfeeding her child.

If it is found, or a medical practitioner considers, that an employee or her child would be at risk were she to continue with her normal duties, the employer should provide suitable alternative work for which the employee will receive her normal rate of pay. Each case will be looked at on an individual basis, however, examples of provisions to reduce risk:

- Temporarily adjusting the working conditions or hours;
- Move the worker to another job;
- Transfer to daytime working.

3.2 Where it is not reasonably practicable to offer suitable alternative work, and after discussion with the relevant manager, the employee will be requested not to attend work until suitable alternative work can be found. The employee will remain on full pay.

4.0 Time Off

4.1 Where practicable, time off during working hours or flexibility in working hours should be provided to allow the employee to breastfeed and/or to express milk. While the organisation cannot guarantee that it will be able to agree to every request for time off/flexibility in working hours, it will give favourable consideration to requests and endeavour, within reason, to accommodate employees' wishes bearing in the mind the needs of the service

5.0 Facilities

5.1 As recommended by the Health and Safety Executive, facilities available to breastfeeding mothers should include where possible:

5.2 Areas for rest/expressing milk

These should be clean and warm with a low comfortable chair and, where necessary, the facility to lie down. The area should have a lock or have an arrangement for ensuring privacy. There should be hand washing facilities nearby. There should be an electric point for an electric pump, if necessary.

5.3 Facilities for storing breast milk

There should be a clean area where sterilizing equipment may be stored. A dedicated storage space should be available for storing expressed breast milk at 2–4°C until it is taken home.

6.0 Resolution of Disagreements

6.1 No request for time off or flexibility under this policy will be unreasonably withheld. Should a disagreement arise, the individual has the right to raise a formal grievance. It may be preferable in such circumstances, however, for the manager to seek advice on resolving the matter from an appropriate member of the HR Team and a Trade Union/or Professional Organisational representative.

7.0 Review of Policy and Procedure

7.1 This policy and procedure has been updated as part of continual improvement programme within the Service focusing on ensuring best practice in partnership with Managers and staff representatives through a partnership working group. The policy will be formally reviewed on a continuing basis as part of this process, no later than three years from the published date on the front cover.