

**MIAMI-DADE COUNTY CHILDREN’S COURTHOUSE
LACTATION ROOM PROTOCOL**

The Lactation Room in the Miami-Dade County Children’s Courthouse (MDCC) provides a place that is shielded from view and free from intrusion from coworkers and the public, which may be used for breast feeding and to express breast milk.

PURPOSE

The purpose of this protocol is to support attorneys, jurors, court users and employees at the Miami-Dade Children’s Courthouse with a dedicated, comfortable, quiet space for lactation.

PROCEDURE

Location:

The Lactation Room is located in Room 4354, within the Court Care area, room 4355 on the 4th floor of the Miami-Dade County Children’s Courthouse, 155 NW 3 ST, Miami, FL 33128.

Availability & Access:

The Lactation Room is available for use by: attorneys, jurors, court users and staff.

The Lactation Room will be made available to users during business hours Monday – Friday from 8:00 am until 5:00 pm.

Users may access the room by going to Court Care in room 4355.

Security:

The Lactation Room is equipped with a lockable door and is only accessible to authorized users. Authorized users are subject to the “Rules for Lactation Room Usage” a copy of which is posted in the Lactation Room in Room 4354.

The door to the lactation room will be equipped with a thumb latch on the interior of the room. The lock will show “Occupied” when the door is locked and “Vacant” when the door is unlocked.

There will be no janitorial services during hours of operation unless there is an emergency request for service. This prevents interruptions while in use.

The room is equipped with an emergency telephone for contacting the Building Manager’s Office and the security desk in case of an emergency.

Removing access:

Failure to follow the “Rules for Lactation Room Usage” may result in loss of future access to the room.

Lactation Room operation and maintenance:

Contact: Building Manager’s Office telephone: 305-679-1500.

Rules for Lactation Room Usage



- Use of this space is limited to activities associated with lactation. Users may only access the lactation room for the purpose of expressing and collecting breast milk or breastfeeding.
- The lactation room will be kept locked while in use, and between uses.
- As a courtesy to others please knock before entering the room.
- Once the user locks the door from the inside, the lock on the outside will show the room as "Occupied". Once the user unlocks the door, the lock on the outside, will show the room as "Vacant".
- Users of the lactation room are responsible for bringing their own breast pumps and supplies.
- The Courts, YWCA or the County are not responsible for items left behind. No storage is provided. Personal items left in the room will be removed.
- It is the responsibility of everyone using the lactation room to maintain a clean room, ready for the next user. All spills must be cleaned using the cleaning materials provided.
- The Building Manager's Office will provide general maintenance of the room and assign daily janitorial services during after-hours. Contact the Building Manager's Office at (305) 679-1500 for any immediate needs.