

Lactation & Changing Station Policy – Winkenwerder Rm 016

Requesting access to the Lactation & Changing Station room in Winkenwerder is obtained by completing the Lactation Key Request Form. There is no deposit required. If your key is lost or stolen there is a \$10 non-refundable replacement fee.

Utilization of Space:

- When in use change the door display to 'Unavailable'. When you are finished return the display to 'Available'.
- Nursing activities or changing a child's clothing is the only purpose of this room.
- The refrigerator is for storing expressed milk for the day. Please label it before leaving (tape and markers provided) and pickup by the end of the day.
- Sanitize the changing table before and after each use.
- Sanitize any areas where spills or accidents occurred.
- Empty the trash bin and dispose of diapers outside of the space after you are done.
- Contact SEFS Main Office at 206-543-2730 with any issues you encounter.