



Brock University

A **Quiet Room** is being provided for nursing mothers and for others requiring rest for disability related or medical reasons. This room is **NOT** intended to provide space to rest for those with medical conditions that are highly contagious from contact with contaminated surfaces, e.g. influenza, stomach viruses, common cold, pink eye, etc. Individuals with those types of medical conditions should rest at home and seek medical care, as appropriate. This room is for use by students, faculty and staff of Brock University.

One quiet room - WH102A has currently been established and utilizes standard signage to indicate the space as a “Quiet Room”.

The outside door sign is titled “Quiet Room” and will include the room logo (indicated at the top of this page). Additionally, instructions for room use have been posted inside the room. These instructions include parameters for use of the room, room hours, room cleaning and contacts for room specific questions.

### **Access**

A coded keypad will be utilized to gain access to WH102A. The code will be provided to individuals that meet the criteria for utilizing the space. The code will be changed periodically to ensure that only those requiring ongoing use will have access to the space.

The University sponsors this Quiet Room on campus to address specific accommodation requests. Requests for medical reasons will require medical documentation to be provided to support the accommodation request. No diagnosis is required, only limitations and restrictions to support the request. Additionally, under the Employment Accommodation Policy, employees may take reasonable break time for purposes of breast feeding/pumping and be offered a private setting for this purpose. This room will have a love seat, table space, electrical outlets, a door lock, phone and bathroom facilities nearby.

Use of these rooms by employees must be during the lunch hour, on breaks, or before or after work unless there is a flex schedule or work time has been granted by the employee’s direct supervisor.

For more information on accessing the Quiet room please contact:

**For students**, Judith Brooder, Manager - Student Accessibility Services - extension 4122 or [jbrooder@brocku.ca](mailto:jbrooder@brocku.ca) or 6380 for the Administrative Assistant in Student Accessibility Services

**For staff and faculty** - Kathryn Walker, Manager - Health Management & Wellness in Human Resources - extension 6086 or [kwalker6@brocku.ca](mailto:kwalker6@brocku.ca)