

Family

Harvard University Office of Work and Family

164 Longwood Avenue (617-432-1615). www.hms.harvard.edu/hr/owf.html

7th floor, Holyoke Center, Cambridge (617-495-4100)

The Office provides information on work/family programs, services, and policies at Harvard and acts as a clearinghouse for family resources in Cambridge, Boston, and surrounding areas. The Office offers resources and referrals for the Harvard-affiliated and community day care centers, nursery schools, private schools, and after-school, summer and vacation programs. The Office also offers resource and referral for elder care and for adoption.

It also provides other programs on family-related matters to members of the Harvard community, including an extensive brown bag luncheon series, informal support groups, and periodic special events.

The Office coordinates the Harvard affiliated day care centers; runs a Harvard School Vacation Program for children in grades K-5; administers the child care/adoption scholarships; administers the emergency/back-up service for professional and administrative staff and faculty; and provides individual case management for families who are relocating to the University. A Family Resource Handbook published by this office and the Harvard Medical Center of Work and Family is available upon request. Call the office to receive the Handbook and mailings about upcoming programs.

Child Care Resources

For individual consultations, written guidelines, lists of affiliated centers, family providers by community, after-school and summer vacation programs, you can contact the Office of Work and Family at (617) 495-4100 or by email at work_family@harvard.edu or at (617) 432-1615, e-mail Barbara_Wolf@hms.harvard.edu. It is advisable to call ahead to arrange a time to discuss child care concerns.

Spouses and Partners

HSPH Student Spouses and Partners are welcome and encouraged to participate in all student group events and activities. Please let the Office for Student Affairs know in advance at studentaffairs@hspf.harvard.edu when you plan to attend a student group event so we can issue you a visitor pass.

Harvard Student Spouses and Partners Association (HSSPA) sponsors social activities geared towards couples and families. <http://www.hsspa.harvard.edu>

HSSPA offers economical access to cultural events and excursions in and around Boston. They have playgroups for children and dinner groups as well.

Specific Harvard Schools also have their own Partners' Clubs, and the **Harvard International Office** also holds information about other cultural clubs. <http://www.hio.harvard.edu>

Child Care and Schooling

Massachusetts law requires school attendance for children beginning at age six. However, at about five years of age, children are eligible for kindergarten in the public school systems. Child care for pre-school children (birth to kindergarten age) is available through a variety of private options, such as family day care, day care centers, nursery schools, or baby sitters. Printed information about these services is available (some are described on the following page). No matter where you seek care for your child, we urge you to feel free to address any questions to

school or child care officials and to visit the schools or centers you are considering. If you would like to talk with someone about schools or child care, the staff members at the offices mentioned in the *Family* section above can help you.

Immunizations are required for school enrollment. If your child lacks these, school officials will direct you to local health facilities.

For School Age Children *Public Schools*

Each city or town has its own public schools for children aged 5 to 18. By law, these schools are free for those who live in the community. Please note that as long as you live in a community, that city or town is obliged to enroll your child in its school system, regardless of your nationality, the timing of your arrival, or the length of your stay. The school year normally begins in early September and continues through the third week in June. You must contact your local school department to inquire about its enrollment procedure. In general, to register a child in school, parents should bring proof of the child's age (either a birth certificate or passport), current immunization records, and proof of local residency. Consult the printed information entitled *Public Schools in the Boston Area*, available from the Office of Work and Family, for details.

Private and Parochial Schools

There are many private primary and secondary schools in the Boston/Cambridge area. Applications are usually submitted in the winter preceding fall enrollment, but spaces may be available at any time. Tuition may range from \$5,000 to \$15,000 per year. Parents must arrange for transportation. Parochial schools are private schools with a religious affiliation. There are several within a reasonable distance of the Harvard community.

Community and After-School Programs

These programs are available in many public school districts at reasonable costs. They allow children to remain at their schools for an extended period after the regular school closing hour. Various planned and supervised activities are usually offered along with snacks. Parents must usually provide transportation home.

For Younger Children *Family Day Care*

Providers of family day care are licensed by the Commonwealth of Massachusetts to take care of a limited number of children in their private homes. Individual providers set their own fees. Quality, style, and service differ greatly among these providers. One benefit of this type of child care arrangement is flexible hours. It is important to visit the family day care home, speak with the provider, ask if they have been approved for licensing, and make detailed arrangements in advance.

Day Care Centers

There are many different types of day care centers. Each center sets its own policies concerning age of children, (generally, three months to five years), hours available (usually, part of full-day between 7:30 am and 6:00 pm), and fees (typically between \$800 and \$1500 monthly, for daily, full-time care). There are numerous day care centers in Cambridge, Boston, and surrounding towns. You should contact them very soon after you arrive, particularly when infant care is needed. There are six independent, non-profit day care centers located on

Harvard's Cambridge campus. Enrollment priority is given to Harvard affiliates and spaces fill quickly. Parents are advised to contact the centers directly. Sometimes limited scholarship or sliding scale fees (according to income) may be available. Call the centers directly for specific financial information.

Nursery Schools

You may choose from among many schools in the area. Generally, their programs are for children ages three to five and take place in the mornings for three hours. However, many variations exist among the individual schools. Some offer programs for younger children; some offer two, three or five day enrollment options; some offer extended afternoon days. Fees vary accordingly. Some co-operative nursery schools involve parents in their day-to-day operations and therefore are somewhat less expensive. All schools are licensed by the state and meet building and health codes of the cities or towns where they are located.

Baby Sitters

Part-time or occasional care is usually found through referrals. Here are some suggestions for finding baby sitters:

join a co-operative baby sitting pool in your housing area; check bulletin boards at various campus locations or post a notice on these boards; inquire about referrals from colleagues and department staff; call the student job placement office of local high schools and middle schools; call the Harvard Student Employment Office (617-495-2585), www.seo.harvard.edu, which maintains a list of students willing to baby-sit and accepts your notice for a baby sitter; in Boston, call Wheelock College's Financial Aid Office (1-800-734-5212) or call Simmons College's Career Education Center (617-521-2487) for information about their student run baby-sitting services.

NOTE: If you are not successful with these sources, private agencies are listed in the yellow pages of local phone books. Agencies will generally charge much higher fees. In all cases, be sure to ask the baby sitter for references and previous experience with children.

Pregnant or Breastfeeding?

The Longwood Campus Mothers' Rooms are private, comfortable spaces available to all Harvard Longwood Area women to use for breastfeeding or expressing breast milk.

The rooms are equipped with Medela "Lactina Select" pumps. We also provide information about using the pumps, where to purchase your necessary personal accessories, books and pamphlets about breastfeeding, and contact numbers for professional lactation consultants who can provide problem solving and education.

Mothers' Rooms* locations:

- Room 147b, Tosteson MEC, 260 Longwood Avenue, HMS
- Room 1C4, Harvard Institutes of Medicine (HIM)
- 4 Blackfan Circle (accessible from the NRB, 77 Avenue Louis Pasteur in the Women's Room near the doors to HIM from Elements Café)

- Room 229, Department of Genetics, New Research Building (NRB)
77 Avenue Louis Pasteur. (Until 9/1/09 the pump will be located in Room 260b in the same department.)
- Room 104, Department of Global Health and Social Medicine, 641 Huntington Ave. HMS (available after 9/8/09)
- Room 005 (lower level), 188 Longwood Avenue, HSDM
- Room G11A, Ground Level Kresge Building, 677 Huntington, HSPH
- Room 043A, 3rd Floor East, Landmark Center, 401 Park Drive, HSPH
- Room G01, FXB Building, 651 Huntington Avenue, HSPH

The rooms are maintained by The Office of Work and Family - 617 432-1615

*Locations may change due to space availability.

To find out how to access the rooms, contact The Office of Work and Family at 617 432-1615.