PFORZHEIMER HOUSE Spring 2022
COMMUNITY STANDARDS AND RESIDENTIAL POLICIES

Welcome, or welcome back, to Pforzheimer House! Pfoho is a residential community where we get to know our neighbors and support each other as we study, learn, and grow. Living in this community is a privilege that comes with a responsibility to observe House policies, and we rely on every member of the House to uphold community standards. This document also contains important information about House resources and emergency contacts.

Thank you for being mindful of these policies and respectful of your neighbors.

Sincerely,

Anne Harrington and John Durant	Monique A. Roy	Mario Leon
Faculty Deans	Resident Dean	Building Manager

EMERGENCIES

- Please program your phone with these numbers right away. We're here to help, 24/7.
  - **Pfoho Tutor-on-Call** (TOC, urgent concerns, nights and weekends): 617-651-1636 and 617-529-1563
  - **Securitas** (Lockouts): Mario's office number 617-495-8621, Main alpha line (8am-4pm on Saturdays and Sundays): 617-496-9370
  - **HUHS Urgent Care** (medical and mental health professionals on call, 24hrs): 617-495-5711
  - **Counseling and Mental Health Services (CAMHS): 617 495-2042 (available 24/7)** Select the CAMHS Cares option to speak with a counselor about any mental health concerns.
  - **Office of Gender Equity** (sexual assault/harassment confidential hotline, 24hrs): 617-495-9100
  - **Operations** (maintenance emergencies, 24hrs): 617-495-5560
  - **HUPD** (emergencies, 24hrs): 617-495-1212

HOUSE SECURITY

- **Theft happens (including laptops and phones**), even in common rooms and bedrooms, so keep doors locked. Move-in and move-out are particularly high-risk times. Disabling your suite door lock is a risk to everyone in the suite (even across a shared bathroom) and therefore is not allowed.
- **No Piggybacking**: Don't let people into Pfoho unless you're sure they are members of the community.

PERSONAL SAFETY

- Be aware of your surroundings at all times, especially at night. Do not walk through the Cambridge Common at night. Make use of the Shuttle, Evening Van, and Campus Escort Program:
  - **Shuttle:** https://www.transportation.harvard.edu/shuttle-van-services/full-service-shuttles-schedule http://shuttle.harvard.edu/
  - **Evening Van Service**: 617-495-0400; available every night 7:00pm-3:00am (last call at 2:30am).
  - **Campus Escort Program**: 617-384-8237; Thurs-Sat 10:30pm-3:00am.
- Register with "Message Me" to get important campus safety messages: www.messageme.harvard.edu

HEALTH

- HUHS Urgent Care Phoneline (617-495-5711) is available 24/7 to every student for both medical **and** mental health concerns. *UHS Urgent Care is located at Smith Campus Center 3rd floor 7 days a week, from 8am to 10pm. The Nurse Advice Line is available 7 days a week from 10pm to 8am by calling: 617-495-5711. Always call before going in.*
- Please invest in yourself by sleeping regularly, eating well, making time for physical activity and fun.

FIRE SAFETY

- For the safety of all: Do not block fire escape doors. Don't overload your outlets with equipment. Don't cook in your rooms (instead, make use of the shared kitchens). Candles are prohibited.
- Fire Alarms: Exit the building immediately if the alarm goes off. Do not use elevators. (Let your tutor know of any mobility issues.) Meet in the Quad in good weather or in Currier Lower Main otherwise.

SMOKING

- No smoking of any substance inside the building or within 25 feet of the building.
- Smoke is a major annoyance and health risk to your neighbors, as well as a fire safety concern. Repeated offenses will lead to notification of parents, disciplinary probation, and a requirement to move out of Pfoho.

DRUGS

- All suspected drug use will be confronted by tutors/House Staff. The College does not tolerate drug dealing or distribution. Report any strange or suspicious behavior.
- Both possession and use of marijuana remains prohibited on campus.
- Read the full College policy here: https://handbook.fas.harvard.edu/book/drugs-and-alcohol
- If you are involved with any drug-related incident, the Resident Dean will meet with you to discuss the next steps, including a referral to the office of Alcohol and Other Drug Services (AODS).

ALCOHOL

- **Alcohol**: Students are expected to act responsibly and follow state laws: under-21 students may not possess or consume alcohol, and no one may provide alcohol to anyone underage. House staff will confront obvious violations of the law.
- **Help-Seeking Policy**: When you bring an intoxicated or drug impaired student to UHS or a hospital or seek staff assistance (including HUPD), neither you nor the friend will face disciplinary action from the college for having used or provided alcohol or drugs.

LOCK OUTS

- Go to the Building Manager's office. Mario's staff is there 8am-4pm Monday-Friday, and a Security Guard is there 4pm-8am every day. On Saturdays and Sundays from 8am-4pm, when the office is closed, you will need to call the main Securitas line at 617-496-9370 and someone will be dispatched to assist you.

COMMUNITY

- **Consider signing up for Pfoho-Open** (https://lists.fas.harvard.edu/mailman/listinfo/pfoho-open). Get in touch with Heather at pforz@fas.harvard.edu with any listserv questions.
- **Treat the dining hall and custodial staff with dignity and respect**. Try to learn the names of staff members who help make Pfoho a home.
- **Quiet Hours begin at 11pm on weeknights and 2am on the weekends and extend until 8am.** If someone is making too much noise, try to express your concern directly and in person. (It helps to share contact info with your neighbors at the start of the semester so you know how to reach those around you via text/call.). If this hasn't resolved the issue, contact your entryway proctor or the Tutor-on-Call for help.