



# PLAYING IT SAFE

Annual Report on Campus Safety and Security  
for Berklee Students, Faculty, and Staff

**2009–2010**

Berklee  
college of  
music

## Emergency Information

Call 911 first to report any significant event, and then advise public safety at 617 747-2333.

### Medical

Emergency: 911, then 617 747-2333 if possible (information 617 747-2682).

- *Give your name.*
- *Give your location: building, floor, and room number.*
- *Explain what happened.*
- *Stay on the line until told otherwise by the public safety official.*

### Public Safety

Emergency: 911, then 617 747-2333 if possible.

- *Report all suspicious people/activity to the Public Safety Department.*
- *Always carry your school identification badge.*
- *To request an escort, call the Public Safety Control Center at 617 747-2682.*

### Fire

Emergency: 911, then 617 747-2333 if possible

- *Know where your primary exit is located.*
- *Report fires by activating a fire pull box.*
- *Then, if possible, call 911 then 617 747-2333.*

When telephoning...

- *Say who you are.*
- *Say where it happened: building, floor, and room number.*
- *Say what happened.*
- *Say if someone needs assistance leaving the building.*
- *Stay on the line until told otherwise by the public safety official.*

Get Out! Get Safe! Get Informed!

### Evacuation

Emergency: 911, then 617 747-2333 if possible

- *The fire signal is an audible alarm made through the fire system.*

When you hear it...

- *Leave the immediate area where the hazard exists.*
- *Use the handrails and walk single file on the right side of the stairs.*
- *Remain calm and quiet in order to hear additional instructions.*
- *Exit the facility and remain at least 100 feet away from the building or at an established meeting place.*
- *Remain outside of the facility until instructed by emergency response to re-enter.*
- *Cooperate with emergency response personnel.*

## **A Message from the Director of Public Safety**

Welcome! Over more than 60 years, Berklee College of Music has developed into a world-renowned institution in the heart of a world-class city. Being situated in one of America's most historic and dynamic cities presents students, faculty, and staff with a vast array of cultural, academic, and athletic offerings.

Yet, while Boston abounds with opportunities to experience life in a vibrant environment, recent events in the U.S. and other places have reinforced Berklee College of Music's commitment to providing a safe and supportive environment for the study of music. In keeping with that goal, Berklee has revised existing procedures and created new ones to reflect today's security and safety issues.

While we are dedicated to maintaining our campus as a safe, secure, and welcoming place to live and learn, a truly safe environment can only be achieved with your active participation in the process. Each of us must assume personal responsibility by reporting crime and taking precautions to prevent ourselves from being victimized.

This publication represents one of our efforts to comply with the provisions of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Additionally, it is meant to inform the campus community of the policies, procedures and programs that exist at Berklee, as they relate to crime awareness. Please read it carefully, and don't ever hesitate to call upon us for any assistance. If you ever have any questions, comments, or concerns, you can contact the department at 617 747-2682 or [PublicSafety@berklee.edu](mailto:PublicSafety@berklee.edu).

The members of the Berklee Public Safety Department wish you a productive, enjoyable, and safe academic year.

Please help us to help you.

A handwritten signature in black ink that reads "Roy J. Murphy". The signature is fluid and cursive, with a long horizontal stroke at the end.

Roy J. Murphy, CPP  
Director of Public Safety  
Berklee College of Music  
[rmurphy3@berklee.edu](mailto:rmurphy3@berklee.edu)

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## **Reporting Crimes or Emergencies**

The Berklee Public Safety Department is responsible for campus law enforcement, security, and emergency response. It is the department's mission to provide a comprehensive program of law enforcement, security, and related public safety services to help ensure the campus remains a safe and pleasant place in which to live, study, and work.

The Public Safety Administration Office is located in the 168 Massachusetts Avenue building. It houses the Public Safety Command Staff as well as the Berklee Card office. The Control Center is located just inside the main entrance to the 150 Massachusetts Avenue building; it is open and staffed 24 hours a day by trained professional personnel. Members of the Berklee community are urged to immediately report crimes, suspicious activity, or other emergencies to the Berklee Public Safety Department by calling 617 747-2333. To obtain information or request security services, community members should call the Public Safety general business line at 617 747-2682. All phone lines routed to Public Safety are staffed 24 hours a day and are recorded to ensure customer satisfaction and to assist in investigations. Well-marked blue emergency phones are located throughout campus buildings, including both interior and exterior areas of the college. These phones connect to the Public Safety controller and can be used to report police, fire, or medical emergencies. In addition to the blue emergency phones, there are a number of courtesy phones in campus buildings and classrooms that can be used to contact Public Safety for general business inquiries and request non-emergency services. These phones can also be used to connect to any other campus phone (except residence halls). If you wish to contact Public Safety from the courtesy phones or any other on-campus phone, simply dial extension 2682.

The Control Center also has a TTY instrument that is available to assist our hearing-impaired community. Call 617 747-3054 for assistance.

The Public Safety Department maintains direct telephone contact with the Boston Police Department. Public Safety also has the ability to monitor the radio frequency of both the Boston Police and Fire departments.

## **Access to Campus Facilities**

With the exception of residence halls, most campus buildings and facilities are accessible to members of the campus community, guests, and visitors during normal hours of business and during designated hours on weekends and holidays, depending on the variety of events and activities taking place on campus. Once buildings are secured, people requiring access to academic or administrative buildings on campus must contact Public Safety at extension 2682 to confirm their authorization of access.

Exterior doors to all residence halls remain locked 24 hours a day. Access to residence halls is controlled by either electronic card readers or manned by Public Safety personnel. Unlimited access is available to all authorized resident students via their Berklee ID card. Guests and visitors who wish to enter residence halls need to be properly authorized and signed in by the Housing Office or Public Safety. All residence halls are equipped with intrusion alarms that detect unauthorized access and doors that are propped open. These alarms are monitored at the Public Safety Control Center. Public Safety officers are dispatched to investigate any reported alarm violations.

## **Maintenance and Security of Campus Facilities**

Berklee maintains a strong commitment to safety and security. Exterior lighting is an important component of keeping the campus safe. Common areas, pedestrian walkways, and building exteriors are well lighted. The Public Safety and Physical Plant staffs routinely conduct inspections and surveys of exterior lighting on campus to identify lighting problems. The Physical Plant Department gives high priority to maintenance of exterior lights in need of repair or replacement.

More serious maintenance problems are rectified immediately through an emergency notification system maintained between Public Safety and the Physical Plant trades supervisors. This system provides for the response of Physical Plant trades people 24 hours a day. Members of the campus community are encouraged to report any maintenance concerns to the Public Safety Department or the Physical Plant Department at 617 747-2359.

As a part of both routine and directed patrols, Public Safety Department personnel inspect exterior doors on campus facilities. Doors are checked to ensure that their automatic closing and locking units are working properly. Exterior doors on all campus academic and administrative buildings are locked and secured each evening by Public Safety officers. These officers also report door and security hardware operating deficiencies to ensure prompt repairs are made. Many areas, including both interior and exterior, of the campus are routinely monitored by closed-circuit cameras.

## **Law Enforcement Authority and Interagency Relationships**

All Public Safety officers are provided with training specific to campus law enforcement issues to enhance their ability to provide the best service possible to the campus community. Annual in-service training is provided to all officers, and they are regularly assigned to specialized training programs to enhance their professional development. In addition, some personnel are trained special police officers, conducted and sanctioned by the Massachusetts State Police. They have full law enforcement authority, including arrest powers, in and upon all property owned, occupied, or used by the Berklee community.

The Public Safety Department maintains excellent working relationships with the Boston Police Department, the Suffolk County District Attorney's Office, the Massachusetts State Police, other local, campus, state, and federal law enforcement agencies, and all appropriate segments of the criminal justice system. Crime reports and information are exchanged on a routine basis.

Various members of Public Safety participate actively in professional associations that enhance their proficiency in areas specific to their work responsibilities. Members of the department maintain active membership in the International Association of Campus Law Enforcement Administrators, the Massachusetts Association of Campus Law Enforcement Administrators, the American Society for Industrial Security, and the Massachusetts Chiefs of Police Association.

## **Security Awareness and Crime Prevention**

Like most other colleges, universities and municipalities, Berklee strives to be proactive rather than reactive—to prevent crimes from occurring. A primary vehicle for accomplishing this goal is the department's crime prevention program. Whenever possible, crime prevention programs are conducted in concert with educational programs sponsored by college organizations. The university's crime prevention program takes a two-part approach to the prevention of crime and criminal misconduct. It is designed to eliminate or minimize opportunities for crime on campus and to create an atmosphere in which students and other community members become more responsible for their own security and the security of

others. Below is a list of programs and services provided by Berklee and the Public Safety Department to promote crime prevention awareness.

### **Emergency Notifications**

In the case of a major crisis or catastrophic event, Berklee can alert the community through the Berklee Emergency Notification System (BENS). This system is capable of delivering information regarding the crisis and provides instructions as to what steps to take to ensure safety. The system allows for emergency notification via campus email and office, residence hall, home, and cell phone numbers (including text messaging). Alerts will also be posted on the Berklee website ([Berklee.edu/alerts](http://Berklee.edu/alerts)).

### **Safety Escort Service**

Members of the Berklee community may request a safety escort from one campus location to another whenever there is a concern for their safety and security on campus. Personal safety escorts are available 24 hours a day and may be requested by calling Public Safety at 617 747-2682.

### **New Student and Parent Orientation**

Programs are provided for students and parents to inform them of the services provided by Public Safety.

### **Crisis Management Team**

This group meets regularly to identify, address, and review the college's response protocols in the event of a crisis. The committee is composed of the college's high-level staff and faculty, including the director of public safety and the president of the college.

### **Emergency Planning Committee**

This committee meets regularly to make recommendations to the Crisis Management Team so they may successfully lead the college through any crisis that disrupts the normal operations of the institution or its educational mission.

### **Emergency Telephones**

Emergency and help phones are located both inside campus buildings and in exterior locations to provide easy contact with Public Safety for emergencies.

7 Haviland St.	Front exterior
22 The Fenway	(a) Front exterior (b) Rear exterior
25 Fordham Road	Front exterior
31 Hemenway St.	Rear exterior (TBC Theater)
32 The Fenway	(a) Front exterior (b) Rear exterior
54 The Fenway	Rear exterior
146 Mass. Ave.	Front vestibule
150 Mass. Ave.	Rear trash room
150 Mass. Ave.	Rear interior (room A87.5)
150 Mass. Ave.	Front exterior
150 Mass. Ave.	Rear exterior (ADA)
142 Mass. Ave.	Public Safety rear interior (ADA)
186 Mass. Ave.	Rear exterior
921 Boylston St.	Front exterior
98 Hemenway St.	Rear interior (CMC Apartment)
1108 Boylston St.	1st floor (near stairwell to basement)
1108 Boylston St.	2nd floor (stairs)
1108 Boylston St.	3rd floor (stairs)
1140 Boylston St.	Room 2W
1140 Boylston St.	Room 3E
1140 Boylston St.	Front exterior

### **Closed-Circuit Television Surveillance**

Closed-circuit cameras located throughout campus are monitored by staff at the Public Safety Control Center 24/7.

### **Rape and Sexual Assault Prevention Committee**

This group meets regularly to promote rape awareness, education, and prevention.

### **Rape and Sexual Assault Prevention Booklet**

The Public Safety Department created this publication with the aim of relaying information on prevention, reporting, and changing the rape culture. Contact Public Safety to request a copy.

### **Campus Awareness Safety Team (CAST)**

This team meets regularly and aims to track issues and incidents that affect Public Safety. These can include crime statistics reports, crime trends, and residence/student issues.

### **CPR and Standard First-Aid Training**

Upon request, Public Safety will provide groups with training from external instructors who are properly trained and certified by the American Red Cross or the American Heart Association.

### **Safety Articles**

Public Safety submits regular safety articles to the Faculty/Staff Newsletter, which is distributed to all Berklee faculty and staff.

## **Crime Alerts and Reporting**

Berklee makes every effort to keep the community informed about crime and crime-related problems. The university's duty to inform is taken very seriously. As a result, information related to crime and criminal activity is provided to the community in an accurate and timely fashion. Notification efforts and methods include, but are not limited to, the initiatives listed below.

### **Annual Report**

A comprehensive annual report of crime-related information is compiled and published. The report is also available by request.

### **Campus Cruiser**

Public Safety posts announcements related to crime prevention to this message board for students to view.

### **Public Log**

The Public Safety Department prepares and maintains an incident log for public viewing. This log is available 24 hours a day.

### **Timely Warning Notices**

Public Safety provides timely warning notices to the community whenever an incident is considered by the university to represent a threat to the community. Notices are made via campus email and written notices posted on campus.

## **Crime Statistics**

Convinced that an informed public is a safety-conscious public, Berklee gladly provides all information related to the safety and security of the campus community. The university willingly complies with all laws pertaining to the reporting of crime and the public's right to information. Berklee also maintains strict compliance with the privacy act and all other laws governing the release of personal information. In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the following statistics are provided for your information. If you have questions concerning these statistics or campus safety in general, contact the director of public safety.

<b>Offense</b>	<b>Year</b>	<b>Total On Campus</b>	<b>Residential Facility</b>	<b>Non-Campus</b>
Murder/Non Negligent Manslaughter	2008	0	0	0
	2007	0	0	0
	2006	0	0	0
Negligent Manslaughter	2008	0	0	0
	2007	0	0	0
	2006	0	0	0
Sex Offenses—Forcible	2008	0	0	0
	2007	0	0	0
	2006	0	0	0
Sex Offenses—Non-Forcible	2008	1	0	0
	2007	0	0	0
	2006	0	0	0
Robbery	2008	2	0	0
	2007	1	0	0
	2006	3	0	0
Aggravated Assault	2008	4	0	0
	2007	0	0	0
	2006	1	0	0
Burglary	2008	10	0	0
	2007	0	0	0
	2006	9	0	0
Motor Vehicle Theft	2008	0	0	0
	2007	0	0	0
	2006	0	0	0
Arson	2008	0	0	0
	2007	0	0	0
	2006	0	0	0
Illegal Weapons Possession	2008	1	1	0
	2007	0	0	0
	2006	1	1	0
Liquor Law Violation	2008	28	28	0
	2007	50	50	0
	2006	53	53	0
Drug Law Violation	2008	13	13	0
	2007	36	36	0
	2006	38	38	0

Note: Berklee is unable to report the statistics of crimes occurring on public property, as the Boston Police (District 4) compile data of the entire district and cannot differentiate what crimes are adjacent to Berklee property.

## **Hate Crimes**

There were no reported hate crimes for the years 2008, 2007, and 2006.

## **Drug and Alcohol Policies**

In addition to maintaining strict compliance with all state and federal laws, Berklee has its own drug and alcohol policies. The following acts are prohibited on university premises or at Berklee-sponsored activities and events:

- Distribution, possession, or use of any illegal drug and/or the use, possession, or distribution of any controlled substance without legal authorization
- Providing alcoholic beverages to individuals under 21 years of age
- Possession of alcoholic beverages by individuals under 21 years of age
- Illegal possession of an open container of an alcoholic beverage
- Public intoxication
- Driving while intoxicated
- Drinking alcoholic beverages in an unlicensed public place

In addition to disciplinary sanctions imposed through college procedures, including suspension or expulsion from the university, students and employees may face criminal prosecution and imprisonment under federal and state laws. The Student Bulletin lists details of felony and misdemeanor crimes and subsequent disciplinary actions for students. University staff members may be disciplined under the human resources progressive discipline process initiated by their department heads. Faculty members may be disciplined by their respective department heads. Faculty and staff members are not excluded from prosecution under federal and state laws merely by virtue of their employment.

Berklee recognizes that there are serious health risks associated with the misuse and abuse of mind-altering drugs, including all controlled substances and alcohol. These risks include, but are not limited to, physical and psychological dependence; damage to the brain, pancreas, kidneys, and lungs; high blood pressure, heart attacks, and strokes; ulcers; birth defects; diminished immune system; and death.

The Counseling and Advising Center provides assessment and referral services to students. These same offices serve as informational and educational resources for alcohol- and other drug-related matters. Information about educational materials and programs offered is available from the Counseling and Advising Center at 617 747-2321.

## **Sexual Assault Policies**

Addressing the issue of on-campus sexual assault is a Public Safety priority. Several programs promote campus awareness, self-defense, and rape awareness, and presentations to community members address the issues surrounding rape and sexual assault. Victims are urged to report any incident of sexual assault to Public Safety as soon as possible, regardless of where the offense took place and whether or not the offender is known to the victim. Public Safety works closely with the victim to ensure appropriate medical care and counseling, and assists the victim in notifying appropriate off-campus law enforcement authorities, if applicable.

Of utmost importance is the emotional well-being of the victim. Victims are urged to seek help by contacting a number of on- and off-campus offices. On campus, you can contact Public Safety, the Housing Office, or the Counseling and Advising Center. Whenever necessary, these offices are ready to assist victims in making a change to academic and/or

living situations after an alleged sexual assault, if those changes are requested by the victim and are reasonably available.

Should a victim choose to pursue criminal prosecution, it is essential that evidence of a sexual assault be preserved for proof of a criminal offense. Hospital emergency room personnel are trained in obtaining and securing evidence of a sexual assault during a medical evaluation. It is recommended that victims of sexual assault do not bathe, shower, or douche. Any and all clothing the victim was wearing at the time of a sexual assault should be left in the custody of the hospital and stored in a paper bag. By going to the hospital, the victim is under no obligation to report the crime to the authorities. It is important to have evidence collected at a hospital, however, even if the victim does not choose to criminally prosecute. The victim may change her or his mind later, and the evidence can be held for up to six months.

Victims of sexual assault may contact any area hospital that is close to campus; transportation to the hospital is available through the Public Safety Department or the Housing Office.

Victims of sexual assault are encouraged to contact Public Safety to receive the booklet *Rape and Sexual Assault: A Guide to Prevention, Reporting, and Changing the Culture of Campus*.

Another valuable resource is the Boston Area Rape Crisis Hotline. Operators offering 24-hour service can direct you to an appropriate resource and answer any questions you have about surviving sexual assault. All available phone numbers are located at the end of this booklet.

If a victim chooses to report a sexual assault, there are several options: Public Safety (617 747-2333), the Boston Police (911 or 617 343-4911), or the Suffolk County District Attorney's Office (617 619-4000). Victims may also choose to pursue the case through the college's judicial system. There are strict laws governing the protection of a victim's name during a criminal process. A victim's name will not be released by Public Safety without first consulting the victim. Contact Public Safety or the director of public safety if you have any questions about how to proceed with criminal prosecution.

Should a victim decide to take his or her case through the Berklee judicial process, there are many possible routes. On-campus disciplinary action includes punishments up to and including suspension and expulsion from the college. However, in fairness to all parties involved, both the accuser and the accused will be afforded the same opportunity to have others present during a campus disciplinary proceeding; each party will also be informed of the outcome of any campus disciplinary proceeding that alleges sexual assault. Contact the vice president for student affairs or consult the Student Bulletin ([berklee.edu/pdf/parents/bulletin.pdf](http://berklee.edu/pdf/parents/bulletin.pdf)) for further information on the internal judicial process.

## **Sexual Offender Information**

In compliance with the Federal Campus Sex Crime Prevention Act, current sex offender information for students or employees of the college can be obtained through the Boston Police Department (District 4). Call 617 343-4250 or write to 650 Harrison Avenue Boston, MA 02116-6199 to request information. The Sex Offender Registry Board (SORB) can also be accessed through the [mass.gov](http://mass.gov) website ([mass.gov/sorb](http://mass.gov/sorb)).

## Community Responsibility

The cooperation and involvement of students, faculty, and staff in their own safety and security is crucial to maintaining a safe campus environment. All members of the Berklee community can assume responsibility for their own safety and well-being, and the security of their belongings, by taking simple, commonsense precautions. Public Safety makes every effort to protect, serve, and care for everyone in the community, but the college cannot help those unwilling to help themselves. The Public Safety Department hopes that all members of the community form a partnership built on mutual respect and cooperation, and through this partnership ensure a safe and secure learning, living, and working environment.

## Safety Tips

Although the Berklee campus is reasonably safe, crime can happen anywhere and safety can be compromised at any time. No one set of guidelines can completely protect you, but following the tips below can minimize your chances of being victimized. You should always trust your own instincts and follow the rules of common sense, in addition to following these tips.

### Residence Hall Security

- Never prop a door open. Doing so could result in uninvited and unauthorized persons entering the residence hall.
- Always lock your room, even if you'll only be gone a minute. Never leave money, jewelry, or other valuables out in the open, even if you are present.
- Get to know others around you and watch out for each other. Report any suspicious persons to Public Safety.
- Do not leave notes where anyone can read them stating where, when, or how long you will be gone.
- Close your drapes and blinds at night.
- Always ask who is at the door before you open it.
- Notify professional staff if there are maintenance or lighting deficiencies that may compromise building security.

### While You are Out and About

- Communicate nonverbal cues (body language) that you are calm, confident, and know where you are.
- Stay in well-lighted, busy areas.
- When using public transportation, follow these rules: use a busy, well-lit bus stop; sit near the driver; and don't sleep.
- Don't be afraid to tell someone who is harassing you to leave you alone in a firm, loud voice.
- Trust your instincts—if something or someone makes you uneasy, get out or away.
- Walk or jog with a companion.
- Keep your car locked at all times.
- Avoid flashing cash or valuables.
- Have your key prepared in hand as you approach your car, dorm, or apartment.
- Call Public Safety for a personal safety escort if you feel concerned for your safety while on campus.

## **Rape and Sexual Assault Prevention**

Rape and sexual assault are not topics people want to talk about, but they are realities in our society. Berklee takes pride in its commitment to maintaining and promoting the safety and security of all members of the college community. Here are some facts about rape and sexual assault you should know:

- No means no! No one deserves or asks to be raped.
- Rape is an act of violence and power. It is not motivated by sexual desire, but by the desire to overpower and dominate. Sex is the weapon.
- Rape is always the perpetrator's fault, never the victim's fault.
- A rape occurs in the U.S. every six minutes.
- Sixty to eighty percent of all rapes are committed by someone the victim knows.
- Rape occurs among all classes, races, and age groups. No one is immune.
- Every year, one in four women on a college campus is raped.
- One out of three women will be raped in her lifetime.
- Half of all rapes occur during the day.
- Rape happens in the woman's place of residence in more than half of all cases.
- One out of five boys is sexually assaulted by age 18.

## **Fire Safety**

Fires on college campuses endanger students, faculty, and staff, potentially causing death and injuries. They destroy valuable property and interfere with the work and studies of the college community.

Arson is the leading cause of campus fire. It is a felony and subject to disciplinary action by the college, as well as by law enforcement agencies. False alarms are also a felony. If firefighters are out on a false alarm, they may not be available to respond to real fires and save lives.

## **Fire Prevention Tips**

- Many decorations, such as curtains, posters, or holiday trimmings ignite easily. Use good sense and never place anything over a lamp.
- Open flames, such as candles, are prohibited, as are appliances with open coils, including hot plates, toaster ovens, and portable space heaters.
- Do not store flammable liquids such as paint and paint thinners in your room. Store hair spray far from a source of heat, and use with caution.
- Carelessness with smoking materials—cigarettes and matches, for example—accounts for many fires. The college has adopted a very clear policy regarding where smoking is permitted, to provide for your safety and to comply with state legislation.
- Keep fire doors closed at all times. Never block them.
- Never hang anything over a smoke detector.

### **If You Hear the Fire Alarm**

- Immediately leave the building when an alarm sounds.
- Feel the door surface with the back of your hand. If it is hot, do not open it.
- Take your room key and ID with you.
- Close and lock your room door.
- Do not use the elevators. Always use the stairs.
- Once outside the building, stay at least 50 feet away.
- Only re-enter the building once the “all clear” sign has been given.
- If you cannot exit, hang a sheet out your window to signal rescuers. Do not jump.
- Grab a towel to place over your face (nose and mouth) if smoke is heavy.
- Open windows very slightly to let out bad air and let in fresh air.
- Stay close to the floor if there is smoke in the room.
- Follow instructions of police, fire, and college officials regarding building evacuation procedures.

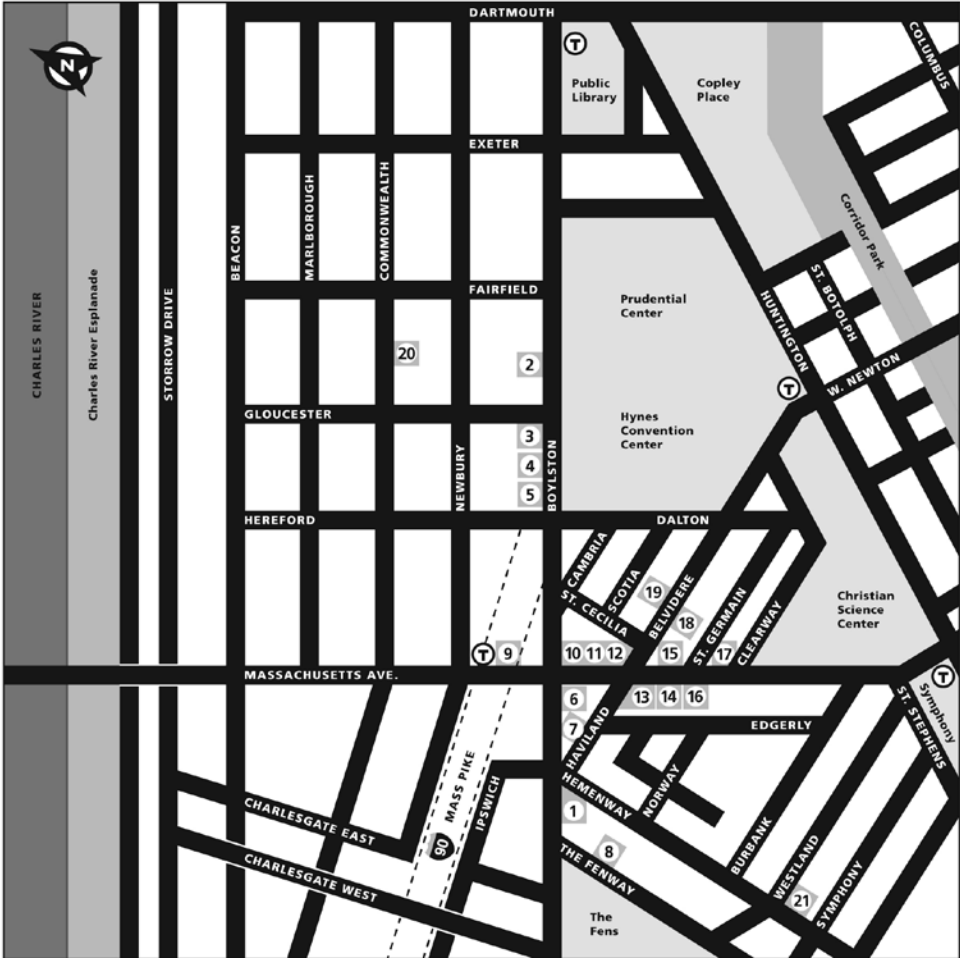
### **Online Social Networking**

The internet has opened up a whole new world of resources and information. It has also created an entire new social arena. While social networking sites allow us to communicate with others in a new way, there are risks. As usual social barriers are removed, it can be easy to let down your guard.

Despite what you might think, you really do not know the person on the other side of the computer. Use common sense and limit what you disclose. Never share your full name, social security number, phone number, address, or credit or bank account numbers. Also, think about the nature of the information you share. Will you be comfortable with family members, future employers, or school admissions officials seeing the info and photos you are posting? Information posted online should be considered permanent. The following are safety precautions to follow:

- Carefully consider your screen name—don’t pick anything that could identify you.
- Do not post photos or videos of you or your friends.
- Do not accept files or downloads from people you don’t know.
- Be wary of online friends who want to meet in person.
- Limit your friend or buddy list to people you know.
- Consider password-protecting your social networking page to control access.
- Before participating in social networking, review the safety and privacy policies.
- Report any problems to the webmaster, moderator, or if needed, to the local police.

# Campus Map



- 1 1140 BOYLSTON STREET
- 2 855 BOYLSTON STREET
- 3 899 BOYLSTON STREET
- 4 921 BOYLSTON STREET
- 5 939 BOYLSTON STREET
- 6 1090 BOYLSTON STREET
- 7 7 HAVILAND STREET
- 8 22 THE FENWAY
- 9 100 MASSACHUSETTS AVENUE
- 10 130 MASSACHUSETTS AVENUE
- 11 136 MASSACHUSETTS AVENUE
- 12 150 MASSACHUSETTS AVENUE

- 13 155 MASSACHUSETTS AVENUE
- 14 161 MASSACHUSETTS AVENUE
- 15 168 MASSACHUSETTS AVENUE
- 16 171 MASSACHUSETTS AVENUE
- 17 180-186 MASSACHUSETTS AVENUE
- 18 9 BELVIDERE STREET
- 19 20 BELVIDERE STREET
- 20 264-270 COMMONWEALTH AVENUE
- 21 98 HEMENWAY STREET

\* Back Bay campus only; the 25-39 Fordham Road facility in Allston not shown.

This annual publication represents one of Berklee College of Music's efforts to comply with the provisions of the Crime Awareness and Campus Security Act of 1990, which requires that the college must publish information with respect to campus crime statistics and campus security policies beginning September 1, 1992. Upon request, the college will provide an annual security report to any current student or employee and to any applicant for enrollment or employment.

## Important Phone Numbers

### Berklee Public Safety Emergency Numbers

Emergency	911
On Campus	2333
Off Campus	617 747-2333

### Berklee Public Safety Non-Emergency Numbers

On Campus	2682
Off Campus	617 747-2682
Satellite Phone	254 241-0208
Email	publicsafety@berklee.edu
TTY Phone	617 747-3054

### Other Telephone Numbers

#### Berklee College of Music

<b>Counseling and Advising Center</b>	617 747-2310 <i>(Monday–Friday, 9:00 a.m.–5:00 p.m.)</i> <i>(All types of counseling available)</i>
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**Police (Boston)\*** 911

**Fire Department\*** 911

**Ambulance (Boston)\*** 911

\*Public Safety will be notified automatically when calls are made from a Berklee phone.

**Boston Medical Center Emergency** 617 414-4075  
617 414-4076  
617 414-4077

**Beth Israel Deaconess Medical Center** 617 667-7000  
Psychiatric Services 617 632-7720  
*(Monday–Friday, 9:00 a.m.–5:00 p.m.)*  
Psychiatric Admissions 617 632-8822  
*(24 hours)*

**Massachusetts General Hospital** 617 726-2000  
Acute Psychiatric Services 617 726-2994  
Emergency Walk-In 617 726-2994

**Boston Area Rape Crisis Center** 617 492-7273

**Massachusetts Poison Information Center** 617 232-2120

**Samaritans** 617 247-0220  
(Depression, loneliness, suicide)

**Alcoholics Anonymous** 617 426-9444

**Narcotics Anonymous** 617 569-8792

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