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**KEENE HOUSING   
Babies at Work Policy**

Keene Housing has implemented a number of family friendly work policies because it values the importance of work/life balance. The Babies at Work Program encourages bonding between the new parent and baby’s most critical time, the first six months of life. Not all positions at Keene Housing can accommodate babies because of safety concerns or proximity to other employees. Each request will be reviewed by the Director of Administration and the Department Director. If approved, an agreement will be executed by the parent-to-be and Keene Housing. The Babies at Work Program is not an employee benefit; it is considered an opportunity that can only be offered in appropriate situations. For more information about this program, please contact the Director of Administration.