

## **Equal Employment Opportunity Policy**

Ancillae-Assumpta Academy supports and is committed to Equal Employment Opportunity. It is our policy to provide equal opportunity in any term, condition or privilege of employment to all employees and applicants. No person will be discriminated against on the basis of race, color, sex, age, religion, national origin, disability or military status. Teachers of Religion are required to be practicing Roman Catholics.

Any employee or student who believes he or she has been subjected to discrimination by any employee or community member of the Academy should immediately notify the Director. The Director will investigate any such complaints promptly, impartially, and confidentially. There will be no retaliation in any form against any employee or student who, in good faith, brings a complaint under this policy. Any individual who believes he or she is being retaliated against should immediately bring the matter to the attention of the Director.

The Academy will attempt to make reasonable accommodations for any employee struggling with a disability. If the need for an accommodation becomes necessary, the employee should make the Director aware of the need.

Effective: 07/01/2020 Revised: