



## **Employee Statement of Non-Discrimination**

MCAEC is an equal-opportunity employer and conducts all hiring and employment practices strictly in accordance with applicable fair employment laws and regulations. Discrimination in employment on the basis of any classification protected under federal, state, or local law is a violation of our policy and is illegal.

To the extent protected by law, MCAEC does not discriminate in hiring or employment on the basis of age, ancestry, color, creed, ethnicity, gender identity, genetic information, handicap, marital status, mental or physical disability, genetic information, national origin, pregnancy, race, religion, sex, sexual orientation, veteran status, or other categories defined by federal, state, or local law.

This Equal Employment Opportunity (EEO) policy applies to all terms and conditions of employment, including, but not limited to, recruitment and hiring, upgrading, classification, placement, promotion, termination, reductions in force, recall, transfer, leaves of absence, and compensation.

To comply with applicable laws ensuring equal employment opportunities, MCAEC will attempt to make reasonable accommodations. Issues subject to reasonable accommodation may include religious belief or practice, gender identity, pregnancy, or disability. For further information on covered disabilities, please see MCAEC's ADA policy.

## **Student/Family Statement of Non-Discrimination**

Mother Caroline Academy and Education Center (MCAEC) admits girls of any race, religion, color, nationality, and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available at the school. MCAEC does not discriminate on the basis of race, religion, color, nationality, or ethnic origin in the administration of its educational policies and scholarship, athletic, and other school-administered programs.

As a school community, all staff members and volunteers are mandated reporters. If a situation arises where a staff member or volunteer expresses concern for the safety and/or well-being of a student that may warrant the involvement of outside services, they will direct concern to the Dean of Students/Licensed Mental Health Counselor. That administrator will determine the appropriate course of action for the situation.