

SUBJECT: Non-Discrimination in Services Policy Statement

TO: Parents and all applicable

FROM: Lisa Dowdrick

Admissions, the provisions of services, and referrals of clients shall be made without regard to race (to include hair type, hair texture, or hair style), color, religious creed (to include all aspects of religious observances and practice, as well as belief), disability, ancestry, national origin (including Limited English Proficiency), age (40 and over), or sex (to include pregnancy status, childbirth status, breastfeeding status, sex assigned at birth, gender identity or expression, affectionate or sexual orientation, and differences in sex), and retaliation. Program services shall be made accessible to eligible persons with disabilities through the most practical and economically feasible methods available. These methods include, but are not limited to, equipment redesign, the provision of aides and the use of alternative service delivery locations. Structural modifications shall be considered only as a last resort among available methods. Any individual/client/patient/student (and/or their guardian) who believes they have been discriminated against, may file a complaint of discrimination with:

Oakwood Baptist Day School

4315 Chestnut Street

Camp Hill , PA 17011

717-737-7308

Fax: 717-525-7683

Lisa.dowdrick@oakday.org

Office for Civil Rights

U.S. Department of Health and Human Services

Centralized Case Management Operations

200 Independence Avenue, S.W.

Room 509 HHH Bldg

Washington, D.C. 20201

Customer Response Center: (800) 368-1019

TDD: (800) 537-7697

<https://www.hhs.gov/ocr/complaints>

Email: ocrcomplaint@hhs.gov

(Within 180 days from the date of incident)

Commonwealth of Pennsylvania

Department of Human Services

Bureau of Equal Opportunity

Room 225, Health & Welfare Building

P.O. Box 2675 Harrisburg, PA 17120

Inquiries: (717) 787-1127

Email: RA-PWBEOAO@pa.gov

(Within 90 days from the date of incident)

Pennsylvania Human Relations Commission

333 Market Street, 8th Floor

Harrisburg, PA 17101

<https://www.phrc.pa.gov/Complaints/Pages/How-to-File-a-Complaint.aspx>

Inquiries: (717) 787-4410

TTY users only: (717) 787-7279

(Within 180 days from the date of incident)