



Non-discrimination Disclosure Statement

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SUBJECT: NON-DISCRIMINATION IN EMPLOYMENT AND IN SERVICES POLICY STATEMENT
TO: EMPLOYEES, VOLUNTEERS, CONSUMERS, CLIENTS, LEGAL PARENTS/GUARDIANS & ALL APPLICABLE
FROM: LAUREN E. STYER 

Admissions, the provisions of services, and referrals of employees, volunteers, consumers, clients, legal parents/guardians and all others applicable to services or employment, 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). An open and equitable personnel system will be established and maintained for employees and volunteers. Personnel policies, procedures, and practices will be designed to prohibit discrimination on the basis of race as mentioned herein above. Employment and volunteer opportunities shall be provided for applicants with disabilities and reasonable accommodation(s) shall be made to meet the physical or mental limitations of qualified applicants or employees.

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 (which may be at the expense of the employee, volunteer, consumer, client, legal parent/guardian and all applicable), 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, employee, volunteer, consumer, client, legal parent/guardian and all applicable themselves or of a minor child of whom this statement pertains to who believes they have been discriminated against, may file a complaint of discrimination with:

Lauren E. Styer
Jolly Journeys Childcare Center LLC
 14953 Kutztown Road, Suites 4-6
 Kutztown, PA 19530
 Phone: (610) 426-0011
 Fax: (484) 575-9225
 Email: jollyjourneyschildcarecenter@gmail.com

Commonwealth of Pennsylvania
Department of Human Services Bureau of Equal Opportunity
 Room 225, Health & Welfare Building PO BOX 2675, Harrisburg, PA 17120
 Inquiries: (717) 787-1127
 Email: RA-PWBEOAO@pa.gov
 (Within 90 days from the date of alleged incident)

Office for Civil Rights
U.S. Department of Health & 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 or TDD: (800) 537-7697
<https://www.hhs.gov/ocr/complaints>
 email: ocrcomplaint@hhs.gov (within 180 days from the date of alleged incident)

U.S. Equal Employment Opportunity Commission
 801 Market Street, Suite 1000
 Philadelphia, PA 19107
 Inquiries: (800) 669-4000 or TTY users only: (800) 669-6820
<https://www.eeoc.gov/filing-charge-discrimination>
 email: pdocontact@eeoc.gov (within 300 days from the date of alleged incident)

Updated 10/25/2017, 10/25/2018, 10/23/2019, 08/02/2020, 04/03/2021, 03/28/2022, 03/30/2023, 03/30/2024, 11/27/2024

