



## **FLORIDA SCHOOL MUSIC ASSOCIATION Non-Discrimination Policy and Complaint Procedures**

### Policy:

The Florida School Music Association does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, and vendors.

The Florida School Music Association is an equal opportunity employer. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, and advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity, or gender expression.

### Complaint procedures:

1. Any person who feels they have been a victim of discrimination during an Florida School Music Association sanctioned event should report the complaint to a member of the Florida School Music Association Executive Committee or directly to a member of the Center for Fine Arts Education (CFAE) staff.
2. The victim of discrimination does not have to directly confront the person who is the subject of the discrimination complaint before notifying an Florida School Music Association executive officer or Center for Fine Arts Education senior staff member.
3. Florida School Music Association will make every reasonable effort to ensure that the third-party investigating the complaint of discrimination will not be any person or persons named in the complaint.
4. Florida School Music Association will take every reasonable effort to ensure that any person or persons who are determined to be "closely associated" with any person or persons named in the complaint, or "closely associated" to the complainant will not be a member of the third-party investigating the accusation of discrimination.
5. Upon completion of its investigation, the third-party will present findings to the Florida School Music Association Executive Committee.