

## **EQUAL OPPORTUNITY EMPLOYMENT**

**R4101**

1. When the Westford Public Schools advertises a position, Equal Opportunity Employer must be included within the posting including: every posting of a position within the school system or Town of Westford, every posting at other schools, every advertisement in any newspaper, and every advertisement in other publications.
2. Employees and applicants for positions will be provided an opportunity to forward their concerns to the Superintendent by either contacting the central office by telephone, email or in writing. Once concerns are received, a response will be given by the Westford Public Schools via the above mentioned forms of communication. If changes are necessary to either the process that the applicant experienced or if there are changes that need to be made in the process, these suggestions will be taken into account by the Superintendent.

Regulations Adopted:  
Regulations Reviewed:  
Regulations Revised:

WESTFORD PUBLIC SCHOOLS  
Westford, Massachusetts 01886