



The Connecticut Association of Independent Schools (CAIS) is a service organization that promotes educational, ethical and professional excellence through school evaluation/accreditation, attention to professional development and insistence on integrity. CAIS is not a governing agency. It does not enter into member schools' internal matters or day-to-day operations.

Each independent school has its own governing body, a Board of Trustees. The Board is accountable for the institution's financial stability and future. Its primary tasks are long-range and strategic. The Board establishes policies and plans consistent with the school's mission and provides oversight for the chief operating officer, the head of school. The Board of Trustees does not participate in the school's day-to-day operations. Operational matters-particularly disputes involving parents, students or teachers-are the responsibility of the head of school.

A complaint submitted in writing and received by CAIS will be acknowledged in writing by the Executive Director of CAIS. Anonymous complaints will not be acknowledged nor accepted. Only complaints of practices that are in violation of the CAIS Standards can be considered by CAIS, and then only as a basis for further inquiry. CAIS will not intervene on behalf of individuals. Only findings that demonstrate failure of CAIS Standards will be reported to the Accreditation Committee for its consideration. Should CAIS's deliberations lead to a recommendation for a change of the school's accreditation status, the school may appeal the decision according to the CAIS appeal process.

In the event that the facts or allegations underlying a complaint submitted to CAIS are the subject of pending litigation against a member school, no action will be taken by CAIS until the litigation is fully and finally resolved.

Non-Discrimination Statement

CAIS is an equal opportunity employer. It is the policy of CAIS to provide equal employment opportunity to all qualified persons without regard to race, color, sex (including pregnancy), age, national origin, ancestry, religion, physical or mental disability, sexual orientation, gender identity, genetic information, marital or veteran status, or any other legally protected status. CAIS complies with all applicable laws and regulations regarding discrimination in employment.