

EMINENCE SCHOOLS' CHILD NUTRITION DEPARTMENT'S POLICY ON NONDISCRIMINATION

The Child Nutrition staff will receive Civil Rights training annually, be aware of the procedure to file a complaint, and follow the policies to protect the staff / students.

Discrimination of anyone based on race, color, sex, age, national origin, or disability is prohibited and unlawful.

All complaints, verbal or written, shall be accepted by the Principals, the Superintendent, or the Food Service Director as soon as possible or may be accepted within 180 days.

All information involving the Child Nutrition area shall be shared between the Superintendent and the Child Nutrition Director.

An investigation of the allegation will commence as soon as circumstances allow, but not later than 3 working days of submission of the original written complaint. A written report of all findings of the investigation shall be completed within 30 calendar days.

The Child Nutrition Director and the Superintendent may take measures to protect complainants during the investigation. Please see the Child Nutrition Director to receive a complaint form.

All complaints will be forwarded to the Kentucky Department of Education's Division of Nutrition and Health Services within 180 days. The Division will then send the complaint to the SERO-USDA.