

Child Nutrition Discrimination Policy

If an employee receives a complaint of discrimination against a student in the following areas, race, color, national origin, sex, age, or disability, the employee must follow these steps.

1. Listen to the complaint.
2. Offer the person making the complaint a Discrimination Complaint Form.
3. If the person making the complaint refuses to complete the form, the employee receiving the complaint must complete the form.
4. The employee reports the complaint to his/her supervisor/manager.
5. The manager will make sure all reports are completed and report the complaint to the Director of Student Nutrition Services.
6. The Director will report the complaint to the Superintendent, the Campus Principal and to TDA.

The district will immediately investigate all discrimination complaints, rectify discriminating practices by an employee or department, and report incident to TDA.