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Civil Rights Training for Breakfast in the Classroom

The United States Department of Agriculture (USDA) Food and Nutrition Services (FNS) Office of Civil Rights requires that teachers providing breakfast in the classroom meals receive a Civil Rights training. This memorandum serves as the training requirement.

USDA FNS Protected Classes

A protected class refers to any person or group of people who have characteristics for which discrimination is prohibited based on a law, regulation, or executive order. Protected classes in the Child Nutrition Programs are:

- Race •Sex
- Age •National Origin
- Color •Disability

Discrimination is the treatment or consideration of, or making a distinction in favor or against, a person based on the group, class, or category to which that person belongs. Examples of unlawful discrimination include:

- Separating genders during meal service
- Giving one group or type of participants larger or extra helpings of food
- Failing to provide children with a dietary disability accommodating meals

Reasonable Accommodations for Persons with Disabilities

A school is required to provide food substitutions or modifications for a student with a dietary disability if a medical statement, completed and signed by the correct medical authority, is on file. The appropriate medical statement form must be on file prior to providing a modified meal.

A school is not required, but is encouraged, to provide meal modifications and/or substitutions for students with a special dietary need that does not rise to the level of a disability.

Check with your Nutrition Services Department for their policy on meal modifications and ensure that students with medical statement forms on file receive the correct breakfast meal.

Reasonable accommodations also refer to ensuring that participants with a disability have physical access to programs and services; such as easily accessible entrances, restrooms, etc.

Reasonable Accommodations for Persons with Limited English Proficiency (LEP)

It is important that teachers are able to communicate with students with English as a second language to ensure they understand the meal pattern requirements for a reimbursable breakfast.

Complaint Procedures:

Check with your Nutrition Services Department for their civil rights complaint procedures and ask for the Human Resources Department.

If a student wishes to file a complaint, they can also be directed to the USDA Program Discrimination Complaint form: http://www.ascr.usda.gov/complaint_filing_cust.html

For additional information regarding civil rights for school nutrition programs, visit:

RIDE At: <http://www.ride.ri.gov/InsideRIDE/LegalSupport/CivilRights.aspx>

Video Link:

RIDE Video At: https://www.youtube.com/watch?v=56M_NA-MOUQ

USDA Nondiscrimination Statement

In accordance with Federal Civil Rights Law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

Mail: U.S. Department of Agriculture

Fax: (202) 690-7442; or

Office of the Assistant Secretary for Civil Rights

Email : program.intake@usda.gov

1400 Independence Avenue, SW

Washington, D.C. 20250-9410

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Further, the Rhode Island Department of Education does not discriminate on the basis of age, sex, sexual orientation, gender identity/expression, race, color, religion national origin or disability. To file a complaint of discrimination with the State of Rhode Island, write to the Rhode Island Department of Education, Office of Equality and Access, 255 Westminster Street, Providence RI 02903 or call (401) 222-8979.