

## **Unpaid Meal Policy**

The Pickens County Child Nutrition Program (CNP) does not recognize bad debt. No students will be able to charge "a la carte" items. All Pre-K through 3<sup>rd</sup> grade must receive a reimbursable meal regardless of their ability to pay. All students will be able to charge a meal if money is not available during the time of service. If student's charges are not paid by the parent(s), then the monies for these charged meals will be charged back to the school by the Child Nutrition Program. Only school funds from a non-public source may be used for the payment of these charged meals. Records of all charges and repayment must be maintained by CNP officials. Charges must be collected by the end of the school year or must be paid up from funds other than CNP funds. Documentation of efforts to collect for charged meals must be maintained.

## **USDA Nondiscrimination Statement**

**For all other FNS nutrition assistance programs, State or local agencies, and their sub-recipients, must post the following 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: [How to File a Complaint](#), 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:

- (1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.