FREE AND REDUCED PRICE FOOD SERVICES PROCEDURES

General Regulation Applicable in all Districts

Regulations for participation in the National School Lunch and Breakfast Programs include:

1. Following the established criteria for determining eligibility;

2. Naming one Staff member within each school as the official to determine Eligibility:

3. making applications for free or reduced price meals available to parents, interested community groups and agencies, and initiating applications for children when this need has n teen met by parents or others;

4. Providing parents or others with means of appeal when an application has been denied;

5. conducting appeal hearings in the manner set forth by state regulations;

6. using one of the methods recommended by the State Department of Education for collecting lunch payments from all paying students, in order to protect the anonymity of the students receiving a free or reduced price meals;

7. protecting from public view and announcement the names of students who are receiving, or who have applied for, free or reduced price meals;

8. public announcing, however, the availability of, and general eligibility requirements for, the free/reduced price lunch program early in each school year, along with the procedure for making application;

9. informing all local governmental welfare and other major charitable agencies of the full state regulations and local procedures;

10. Submitting to the Food Program Administration of the State Department of Education all reports and exhibits specified in the regulations.

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SANFORD SCHOOL DEPARTMENT