

**Reading Edge Academy, Inc.**  
**Reading Edge Academy and Samsula Academy**  
**Lunch Meal Policy**

Menus are posted on-line each month. ***PRE-PAYING FOR LUNCH & BREAKFAST IS REQUIRED.*** According to the Constitution of the State of Florida, Article VII, Section 10, it is a violation for public schools to operate on a "credit" basis. All payments must be made in advance prior to the start of each week. **Please pay a minimum of one week in advance.** Lunch money is in a family account. **Any money sent to your child's classroom must be in a sealed envelope, clearly marked with your child's name, amount, lunch number, & specifically state what money is for.** **Change will not be given unless otherwise requested.** A current e-mail address and phone number are essential to receive timely e-mails or text messages about your family lunch account. Once an account exceeds **\$5 per child overdue** the child **should pack a lunch.** *Once the family has been notified the account is overdrawn the child(ren) will be given a sandwich lunch for the next two days.* **After that the family must pack lunch until the account is made current.**

For children who do not use the provided lunch program, parents are asked to provide a nutritious lunch daily for their children. Milk, water, or juice may be ordered each morning for an additional cost. **CANDY OR SODA are NOT allowed in student lunches.** Please label lunch boxes with your child's name. We do not refrigerate or heat student lunches. Messy food and containers that are hard for your child to open, present a problem. ***A good rule of thumb to use is: if the child cannot open the container, do not send it with them.*** Be sure to pack plastic forks or spoons and napkins for your child's use.

**Unpaid Meal Policy:**

Our school participates in the National School Lunch Program (NSLP).

Any family that may be eligible for the **National School Lunch Program (Free or Reduced)** must complete the paperwork online and will be advised about the program the third week of July and again during the first week of school or any time during the year. The **Free & Reduced Lunch form** is available on the school's website and should be filled out on line. Forms will be available in the office for those families who might not have e-mail.

Note: **Children who qualify for free meals may never be denied a meal,** even if they have accrued a negative balance from other purchases in the cafeteria. The Cafeteria will however **prohibit** a child **certified for free meals** from charging à la carte or "extra" items (e.g., a second milk or additional entrée) if the child's account is negative but may not deny the child a standard reimbursable meal.

**Overt Identification Policy:**

To prevent the overt discrimination of those children eligible for free meals our charge policy prohibits the charging of à la carte or extra items **to any child with a negative balance,** regardless of the child's eligibility status. It is our school policy that at no point in the meal program are children who are eligible for free or reduced meals identified, singled out or have their names or status publicized in any form. This includes the point of service in the cafeteria. No special or coded identifiers are used to single out a child's status in our point of service system. All children are offered the same meal choices regardless of eligibility status. **To further prevent discrimination all households, regardless of income, race or situation, are required to fill out applications for the free or reduced program upon enrollment at the school per CFR 245.6 (b)(10) regulation.**

This information is available on the school website, in the student handbook and under the café page. This policy is also given to each household at the beginning of the year and to transfer students entering enrollment throughout the school year.

In accordance with Federal Law and the U.S. Department of Agriculture policy, the school is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, and Office of Civil Rights, 1400 Independent Avenue, SW, Washington, D.C. 20250-9410 or call (800)795-3272 or (202)720-6382 (TTY). USDA and Reading Edge Academy Inc. are equal opportunity providers and employers.