

NOTICE OF NONDISCRIMINATORY POLICY AS TO STUDENTS

Nachlas Bais Yaakov admits students of any race, color, national and ethnic origin to all the rights, privileges, program and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color national and ethnic origin in administration of its educational policies, admission policies, scholarship and loan program, and athletic and other school-administered program.

Civil Rights Complaints Procedure:

Accepting a Complaint:

Civil rights complaints will be directed to Sara Robinson, school director

Complaints can be received verbally, in writing, or anonymously

Transcribing a Complaint:

Sara Robinson will attempt to collect and document the following information:

Name, address, and telephone number of the complainant

The nature of the incident or action that led the complainant to feel discrimination was a factor

The basis on which the complainant believes discrimination exists

The names, telephone numbers, titles, and business or personal addresses of persons who may have knowledge of the alleged discriminatory action

The date(s) during which the alleged discriminatory action occurred

Forwarding a Complaint

The complaints are forwarded to the USDA Office of Civil Rights

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: (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. This institution is an equal opportunity provider.