



July 7, 2021

Dear Parent or Guardian:

We are pleased to inform you that Academy Prep Center of Tampa will be implementing a new option available to schools participating in the National School Lunch and School Breakfast Programs called the Community Eligibility Provision (CEP) for School Year 2022-2023.

Schools that participate in the CEP are able to provide healthy breakfasts and lunches each day at no charge for ALL students enrolled in that CEP school during the 2022-2023 School Year.

If we can be of any further assistance, please contact me at 813-248-5600 or [tvallone@academyprep.org](mailto:tvallone@academyprep.org).

Sincerely,

Lisamarie Berrios  
Wellness and Federal Meals Coordinator

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](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  
Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW  
Washington, D.C. 20250-9410

Fax: (202) 690-7442; or  
email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider

# Student Meals Program

## Policies and Procedures

Academy Prep Center of Tampa (APT) promotes wellness, good nutrition and regular physical activity as a part of its total learning environment.

APT'S food service program provides breakfast, lunch and snack to all students, free of charge.

School meals are designed not only to provide the optimal nutrition that students need for growth and academic achievement but also to support the development of healthful eating behaviors, including learning to eat a variety of foods. Great effort is made to offer school meals that are attractive to students by appealing to their taste preferences and meeting their cultural needs while adhering to strict USDA nutritional requirements.

Reasonable meal modifications are provided to children with special dietary disabilities, food allergies and/or food intolerances. Any modification and/or food substitutions must be related to the disability or limitations caused by food allergies or food intolerances. Children's food preferences are not covered under this accommodation.

USDA's *Medical Statement to Request Special Meals and/or Accommodations* form must be completed by a state licensed physician confirming a child's disability/food allergy and/or food intolerance, listing what foods must be omitted and what foods must be substituted. Parents may contact APT's School Manager for more information and to receive a copy of the form.

Federal regulations for school nutrition programs allow, but do not require APT to provide meal modifications for children whose special dietary needs do not constitute a disability including those related to a family's religious or moral convictions, or general health concerns. These circumstances are addressed on a case-by-case basis.

It could be determined, after consultation between parents and the Head of School, that it would be in the best interest of the child for the family to provide some or all of the student's daily meals. In such cases, whether on an experimental or continuing basis, all meals provided by the family must consistently meet the nutrition standards of the latest [Dietary Guidelines for Americans](#).