



Greater New Bedford Regional Vocational Technical High School

## Child Nutrition Programs Civil Rights Complaint Form

Greater New Bedford Regional Vocational Technical High School complies with the Civil Rights Requirements outlined in the Food and Nutrition Service (FNS) Instruction 113-1 and the 2016 Memorandum of Understanding between United States Department of Agriculture Food and Nutrition Service Civil Rights Division and the Massachusetts Department of Elementary and Secondary Education, Office for Food and Nutrition Programs.

**If a participant, parent/guardian, or potential participant reports a concern that involves a federally or state protected class, we will inform, accept, document, and share the complaint or concern in accordance with the procedures within the guidelines and procedures.** *All complaints are to be submitted to: Yolanda Dennis, Executive Director of Diversity, Equity, Inclusion and Compliance. If you have any questions, please call 508-998-3321 x563 or email [yolanda.dennis@gnbvt.edu](mailto:yolanda.dennis@gnbvt.edu).*

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**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Telephone/Cell Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Today's Date:** \_\_\_\_\_ **Date(s) of alleged incident(s)** \_\_\_\_\_

**Location of Incident:** \_\_\_\_\_

**Name of individual(s)/organization you believe is directly involved in the discrimination (please include names):** \_\_\_\_\_

**Description of the incident – please list the sequence of events, including dates, if possible, what was said and done, and any relevant facts and statements:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

