

Holy Name Lunch Program 2019-2020

Dear Parents,

Each student will be presented with an ID number. This is a seven digit number. This number will need to be entered onto a pin pad for any lunches, foods or drinks in our cafeteria. This ID number will follow each child throughout their years at Holy Name School. **It is very important that each child memorizes their ID number;** therefore the serving of lunch can run quick and smooth. For the time being, teachers will hand out a card to the students with their name and ID number on it, and then collect the cards after lunch. Enclosed you will find a copy of what our pin pad looks like. **With this you are able to teach your child how to use the pin pad and memorize their ID#.** There will be an adult to assist any student that needs help at any time. Information has been sent home on how to access lunch accounts online, therefore parents can access their child's lunch account to see what has been purchased along with the child's balance. When sending funds in for lunch accounts, it would be appreciated if you would send it in an envelope, with your child's full name and homeroom number on the front of the envelope. **If you have more than one child you may send one check and note on the envelope how you would like the check distributed.** Please do not include lunch money with tuition or any other payments for the school.

Please pay in advance for your child's lunches. Prices are \$3.00 per day for lunch and \$.40 for reduced lunch. This would be either \$15.00 for paid, or \$2.00 for reduced per week respectively. Breakfast is \$1.75 per day for paid and \$.30 for reduced. You may send in any amount at any time. Calls will be made on Fridays if your child has a low lunch balance or has a negative balance. **No child will be refused a lunch if their account is in the negative.** Please remember that if your child is in the negative, and you only pay the amount that is due, the next time your child has lunch, their account will be in the negative again. This is why it is a good idea to pay ahead.

Any student that qualifies for the free lunch program is entitled to one breakfast and one lunch per day. **If free or reduced lunch students order additional ala carte items, they are charged full price for Ala carte items.**

Your child has a choice of four different lunches each day. We offer regular lunch, salad, pb&j or alternate lunch. Check the monthly menu for choice of the alternate items offered each week. The alternate lunch includes the sandwich along with a fruit, vegetable, milk, and a dessert if offered on the menu. **Extras are not included in the price of the lunch.**

Your child is able to order extras any day even if they are packing a lunch. Students must inform their teacher in the morning that they would like to order extras. If your child packs for the day, but would like an item on the menu they can order when their teacher asks in the morning. The teachers have an ala carte paper they fill out each morning for students

ordering extras. When we have a dessert on the menu, your child is only permitted to order one extra. **Please inform your child/children if they pack and want to buy milk they must come see Mrs. Malone or the lunch person running the cash register, so they can deduct this from their account.**

If your child will be tardy you may call their lunch in before 8:45am. Any student arriving after 9:00 am will not be given meal choices or extras, because meals have been ordered. They will be served regular lunch for the day, unless a parent calls in by 8:45am.

Please send additional funds to have in the lunch account for any extras your child would order, or for those whose children who pack and would like to buy milk. The extras are deducted from their lunch accounts. Students that are packing and buying milk or any other ala carte items must enter the lunch line with their classmates, so the cashier is able to charge their account. We do not take any cash at the lunch line. It must be given to their teacher in the morning or brought to the office.

If your child is lactose intolerant they may buy fruit juices with a Doctors release, water is offered free of charge every day.

If your child has any food allergies or lactose intolerant please fill out the *Accommodating Children with Special Dietary Needs in the school Nutrition Programs* form sent home in the opening packet. In order for any changes to be made, this form must be filled out and signed by a parent/guardian, or a recognized medical authority (physician, physician assistant, or nurse practitioner). Chiropractors are not acceptable. If your child is lactose intolerant they may buy fruit juices with a Doctors release, water is offered free of charge every day.

If you have any questions pertaining to the breakfast/lunch program feel free to contact Carol Malone either in the cafeteria (472-7200) or in the school office (472-8817).

Thank You,
Mrs. Carol Malone