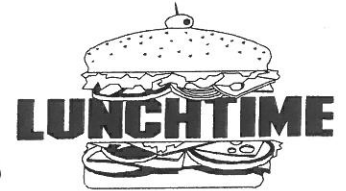


NATIVITY OF MARY **HOT LUNCH** GUIDELINES 2011-2012



When is hot lunch available? Hot lunch will be offered Monday through Friday, from the first full day of school to the last full day of school -- August 18th to May 25th.

How will my child order hot lunch? The teachers will take a morning hand count soon after the 8:10 bell for those students wishing to eat hot lunch. ***Please remind your children to raise their hands on the days that they are to eat hot lunch.***

How will my child pay for their hot lunch? A monthly menu calendar will be sent home at the end of each month, along with an order form. Fill out an order form and return it to school with your child along with payment in a sealed envelope marked HOT LUNCH. *We ask that you not attempt to purchase lunch on a daily basis.* We recommend purchasing lunches weekly or monthly. Your child may eat as frequently, or as seldom, as they like. Extra menus and order forms can be found in the front hall or in the office.

- **The cost will be \$3.00 per lunch for students.** Lunches must be paid for in advance. One serving of milk (white or chocolate) is included in this price. Your child will need to purchase or use a milk card for an additional serving of milk.
- Checks should be made payable to Nativity Hot Lunch. Payment and ORDER FORM must be in a SEALED ENVELOPE with HOT LUNCH written on the front. *Payments are credited under the family name/account and not individual students. It is up to the parent to keep track of individual usage.* **There will be a \$10.00 charge on all returned checks.** *Please do not include milk or ice cream money, notes, etc. in the Hot Lunch envelopes because they are not opened and processed daily and go into a different account.*
- **Free and Reduced Lunch Program** is available. Applications can be found in the school office.
- **Students with outstanding charges will not be allowed to order lunch until the account is paid. They will need to bring a sack lunch until account is paid. Outstanding account notices will be sent home.**
- **Remember:** Post the menu calendar in your home and mark off the days hot lunches are eaten.

What if my child is going to be late for school? If your child is going to be late, but will be eating hot lunch, please call the school office by 8:30 a.m. so that a lunch can be ordered. Lunches cannot be added after orders have been turned in.

What if my child goes home ill after ordering hot lunch, but before eating it? Unfortunately, we cannot cancel a meal after it is ordered in the morning. Your child will have to use one of their lunch purchases for that meal.

May I come have hot lunch? Parents, grandparents, and relatives are welcome to visit and have lunch with your child. Just call the school office before 8:30 a.m., tell the office you want to come have hot lunch, and pay the office staff \$3.00 for your lunch.

If at any time you have a question or problem with hot lunch, or if you need to know your current balance, please call the school office 353-0284.