

Hot Lunch Policy

September 6, 2017

With the beginning of the new school year, the RES Home and School Committee would like to share our hot lunch policy to ensure that the committee's support is being used in the most effective way. The goal of our committee is to provide our school and students with much needed programs and equipment. With our hot lunch program we strive to provide a healthy, nutritious lunch to all students and have always provided this at no fee when needed.

To have your child's lunch funded by Home and School the following steps need to be taken:

- 1. A request must be made to your child's teacher, who will make a decision along with the principal or vice principal. If the request is appropriate you will be contacted by your teacher, and your child will be supported for that lunch cycle.**
- 2. Support must be requested and reviewed at each lunch cycle for every student asking for support.**
- 3. Each student will be funded for 1 menu item per day with a maximum 3 days per week. It will be up to parents to send a lunch with your child on days that will not be covered by the H&S committee.**
- 4. If your child IS approved for sponsorship, a paper form will be sent home by the teacher**

Due to the time commitment required to ensure this program is successful, only ONLINE orders will be accepted this year. As well, this year we will be operating on a cashless system, payments can be made via Credit Card, PayPal (PayPal can be linked to your bank account) or Cheque. If payment is not received by the close of the hot lunch cycle, indicated on the hot lunch website, then the order will be deleted. If a payment returns NSF, you will be contacted by our hot lunch coordinator. To allow for easier tracking, we would also like you to **include your child's name in the memo section of your cheque.**

The RES Home and School is proud to offer an online hot lunch ordering and payment system.

Instructions:

1. Click on the RES Healthy Lunch tab on our schools website .
<http://web1.nbed.nb.ca/sites/ASD-S/1927/Pages/default.aspx>

The hot lunch link is:

<http://res.urtek.ca/>

2. Complete form and submit payment. If you are paying by credit card you do not need a PayPal account. If you would like to link to your bank account you must create an account and follow the instructions. You will also be able to create an account on the hot lunch link. Doing this will save your information for the next order cycle. You will find instructions to walk you through this on the website.

We appreciate your efforts in helping us make this program run as effortlessly as possible. If at any time there is an issue with hot lunch, please notify the hot lunch coordinator as soon as possible, as it is more difficult to correct a situation at a later date. The committee wants to be as supportive to students and families as we can. We look forward to a successful year with many exciting projects taking place.

Please keep in mind we are always looking for ideas regarding the hot lunch menu.

If you have any questions please feel free to contact us at jjqis3@gmail.com , reshotlunch@gmail.com or on our Facebook page RES Families

Thank you,

Michelle London

Hot Lunch Coordinator

RES Home and School