

Elementary Student Cafeteria Procedures 2022/2023

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Chartiers-Houston School District is pleased to announce that Allison Park Elementary will be on the National School Breakfast / Lunch Program for the year 2022/2023

We will not be on the Covid Emergency Meal Program SSO where all Students received free meals last year.

Computerized Debit System

- A picture ID will be taken of your child some time during the beginning of school to prevent fraudulent use of your child's account and a pin number is assigned for every student.
- Your child's teacher has their pin number. Your child needs to learn this number to use their account. This number will be used for all purchases made in the cafeteria including cash sales. Please practice the number with your child. They will need this ID number all through- out their years in this school district.
- Deposit as much as you want by check, cash or money order at school or pay by credit card at **myschoolbucs.com** " **Parent Support Number 1-855-832-5226**"
- Students can put money on their accounts during serving times or drop off their envelopes in cafeteria during breakfast or lunch.
- If you have insufficient funds for a check, your child's account will be charged \$20.00 and you will be notified by mail.
- Use an envelope with your child's full name and pin#
- Specify how you would like the money spent. Paid Lunch only - Breakfast only - Breakfast and Lunch - Ala Carte only - Ala Carte and Lunch -Ala Carte and Breakfast or on Account which will cover Breakfast, Lunch and Ala Carte .If you do not specify on the envelope the money will go on account.
- We do not give change for checks or refunds so please send the correct amount .We only refund if you are leaving the District.
- We do not transfer money to another students account unless the student has left the District.
- Our Cashiers will notify your child when his account is low or has a zero balance.
- We recommend keeping track daily on your child's account at **My School Bucs**.
- Letters will be sent home approximately every two weeks if your child owes \$5.00 or more.

Lunch Prices and Ala Carte

- Breakfast 1.70 .30 Reduced and Free
- Lunch 2.50 Reduced .40 and Free
- Ala Carte items with prices are in your packets and listed on our School Web Page.
- All Ala Carte snacks must meet the Nutritional Standards for fat, grains, salt, sizes and calories. The goal is to develop a climate where children will develop healthy eating habits that last a life time.

Menus

- Menus will be sent home on a Monthly basis. I would suggest going over the menu with your child daily so that they learn how to choose a school meal.
- We provide offer versus serve in our program to help cut down on food waste. This simply means that your child is offered five items for lunch, if he does not want all five he must take at least three items with one being a Fruit or Vegetable or he will be charged at ala carte prices. We always encourage Elementary Students to take at least three food items.
- Menus and the Ala Cart List can be viewed on the Schools Web Page @
- www.CH Bucs.K12.Pa.Us

Free and Reduced Applications

- Applications will be sent home. Use one application for all students in your household. You can apply for school meals anytime during the year if your income changes. We cannot approve an application that is not complete. It will be sent back to you, to correct and the process will be delayed. We approve application in the order that we receive them. We have 30 school days to complete all the applications. Please return your application to school as soon as possible.
- Each year a new application must be approved and on file. If you have children who were approved for free or reduced meals last year they will begin this school year with last years application. This gives all of us time to get a new application completed. If you do not have a new application or direct cert letter on file after 30 school days, your child will be dropped from the free and reduced program and will be charged for meals. If your child was not on last year's application you must fill out a new application.
- Your child will be charged if you do not have a new approved application on file. If you have any concerns please fill out an application today and give it to me or the Elementary Office. We will get the application processed as soon as possible to see if your child is eligible and updated into our system for the first day of school. Otherwise you will have to pay for lunches until we receive your application and approve it.
- You will be notified by mail if your child is eligible for Free or Reduced Meals.
- If you receive Food Stamps or Health Benefits you will be notified by mail that your child has been Directly Certified for lunches without filling out an application. "If you received this letter for other children in the family and your new Kindergarten student is not listed please contact my office so that we can get them added to the Direct Certification list.

School Charge Policy # 650

- No Elementary Students will be refused a Meal. Students can charge a lunch up to \$5.00. Letters will be sent home once a month notifying Parent's of how much your child owes.
- Students are not permitted to charge Ala Carte items at any time." Our procedure" if they do not have the funds in their account, the cashier will explain in a pleasant tone to the child that they cannot have the snack item and lift it from the tray. Please make sure your child has money on their account and explain our procedure to the child so that they are aware of this, if it should happen to them.

Severe Allergy or Disability

- If your child has a severe Allergy or Disability that requires a special diet, please contact me.
- Non-Severe Milk Allergy must have a Doctor prescription yearly.
- Our Cafeteria does not serve tree nuts or peanut butter.

I look forward to meeting your Child and providing their Nutritional needs.

Please contact me if you have any questions or concerns.