

## High School Student Cafeteria Procedures 2022/2023

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*Chartiers-Houston School District will no longer be on the Covid Emergency Meal Program SSO this year.*

*Students Will Not Receive Free Meals This Year. You must complete an Application for Free Meals.*

*Chartiers-Houston School District is pleased to announce that Ala Carte Meals will be Available once again this year 2022/2023. Direct Certification and Applications for Free and Reduced Meals are also available and can be found on our School Web Page or at School.*

### 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.
- A Student Pin number will be used for all purchases made in the cafeteria including cash sales. . They will need this ID number all throughout their years in this school district. Be sure your Child remembers their Pin Number.
- Deposit as much as you want by check, cash or money order at school or pay by credit card at **myschoolbucks.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.
- We do not give change for checks or refunds.
- 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 **myschoolbucks.com**
- **My School Bucks now has an APP. Download it on Goggle Play or on the Apple App Store.**
- Letters will be sent home monthly if your child owes \$5.00 or more.

### **Lunch Prices and Ala Carte**

- Breakfast 1.70 .30 Reduced and Free
- Lunch 3.00 Reduced .40 and Free
- Ala Carte Price list are on our School Web Page and Posted in the Cafeteria areas.

### **Menus**

- Menus can be Picked up and Posted in the Cafeteria.
- Menus and the Ala Cart List can be viewed on the Schools Web Page @
- [www.CH Bucs.K12.Pa.Us](http://www.CH Bucs.K12.Pa.Us)

### **Free and Reduced Applications**

- Applications are available on our School Web Page. 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. This gives all of us time to get a new application completed. If you do not have a new application or direct certification letter on file after 30 school days, your child will be dropped from the free and reduced program and will be charged for meals.
- 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 and you have a child / student who is not listed please contact my office so that we can get them added to the Direct Certification list.

### **School Charge Policy # 650**

- No Child will ever 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 charger 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 High School Cafeteria **does serve** food items that may have **Tree Nuts or Peanut Butter**.
- **Have your Child Look for the Red Flag Sign near Items that may have Nuts in them.**

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

*Please contact me if you have any questions or concerns.*