

Child Nutrition Charge Policy

Our Goal:

- Our Child Nutrition Program strives to provide our students with nutritious meals every day, while still complying with state and federal regulations.
- We expect parents and/or guardians to pay for their children's meals in a responsible and timely manner.
- We will take measures to collect outstanding account balances BUT students will still be provided a meal regardless of their account balance. Staff will never take a tray of food away from a student.

Notifying Parents Students About Unpaid Balances Alternate Meals:

- When students have a negative lunch balance, their parents and/or guardians will receive a call from the district's auto-dialer. They will be told about the negative balance, and also be notified that their child will receive an alternate meal after five days of unpaid meal charges.
- When students have three days of unpaid meal charges, their parents and/or guardians will receive a call from the school cashier asking them to pay promptly or make payment arrangements. They will be told their child will receive an alternate meal after five days of unpaid meal charges. The cashier also will remind parents that free- and reduced-lunch applications are available on the district website.
- After three days of unpaid meals, the Child Nutrition Program also will mail a letter to the parents/guardians asking them to pay the outstanding balance or make payment arrangements. The letter will let parents know their child will receive an alternate meal after five days of unpaid charges and that they will continue to receive an alternate meal until the issue is resolved. The letter also will include a reminder that free and reduced lunch applications are available on the district website.
- Students in grades 7 through 12 with at least four days of unpaid meal charges will receive a note from the Child Nutrition Program letting them know they will receive an alternate meal after five days of unpaid meal charges. The note will be put in a sealed envelope dropped off at the office and office staff will discretely deliver it to the student.

Staff will prepare an alternate lunch or breakfast and hand it to the student as they go through the line. Since lunch stations vary from school to school, child nutrition staff will work with their supervisors to identify the best way to hand out the alternate meals without drawing attention to the student.

If a student has already taken a lunch, they will be allowed to proceed through the line and charge the meal. Staff will never take a tray of food away from a student.

If you have any questions, please contact the Child Nutrition Office at 208-525-7532