

# Lunch Policies and Food Services

## **PRESCHOOL – 10<sup>th</sup> GRADE:**

Learners must stay on campus during lunch periods unless their parents, guardian, or authorized adult signs them out through the school office.

## **TK– 12th FOOD SERVICES:**

CCS offers an online account program through FACTS for each child. Once the learner is enrolled in the school, an account is automatically set up, and he/she will be able to make purchases using their first and last name. The learner may use his/her lunch account for breakfast, snack, and lunch. Any restrictions on purchases need to be made by parents to their learners. The kitchen is not responsible for purchases made by learners other than the schools set restrictions. School policies are as follows:

- Breakfast can be purchased before school between the hours of 7:30am-7:50am
- 1<sup>st</sup> through 8<sup>th</sup> Learners can purchase up to three items at snack, 1 drink & 2 snack items
- 1<sup>st</sup> through 5<sup>th</sup> cannot purchase snack items at lunch time

It is recommended to go online to <https://factsmgt.com> check the learner's balance on a weekly basis and replenish the account with a credit card once the funds are low. This proactive measure will eliminate any disruption in the learner's lunch service. If parents desire to pay by cash or check, TK and Kindergarten parents can turn it in to the pouches in the learners' room in Kinderland or into the front office. Please make sure that any money turned into the classrooms has your learners name on it. For learners in 1<sup>st</sup> grade through 8<sup>th</sup> grade, cash or a check can be brought to the window before school or during their break/lunch. Money can also be turned into the teacher if you would prefer your learner not carry it. Checks are payable to Crossroads Christian School. All funds turned in to the kitchen will be added to the learner's lunch account for future purchases or to pay off negative balances by the following business day.

Parents of learner's 1<sup>st</sup> grade-8<sup>th</sup> grades can order lunches in advance by logging into your FACTS account and selecting the lunch items desired. Preorders will also be done in the classrooms at the beginning of the day. TK and Kinder lunches can be placed on the sign-up sheets in the learner's classroom. The monthly menu is available on the school's website as well

as the main office. If learners have forgotten their lunch or have depleted their money in their account, lunch will be provided, and you will be billed accordingly. Lunches are \$7.00 and any upgrades to the lunch will be an additional charge. Lunches include the main item, two sides, and a drink. Gatorades, sparkling ice, and additional food will cost more.

#### Negative Balances:

Account balances will not be allowed to be debited below -\$100. Should an account go below -\$100 the account will be paused. Learners will no longer be allowed to make purchases of any kind from the kitchen window until the balance is paid in full. Balances are checked daily, and suspensions will go into effect every Tuesday. If the account is paused due to a negative balance and a learner does not have lunch, a call home will be made, and lunch will need to be brought to the school. If payments are made after 7am on the day of the restriction, a call must be made to the kitchen to inform them of the paid balance so that further purchasing can be allowed. Once the balance is paid in full the suspension will be lifted and normal purchasing can resume.

After the 5<sup>th</sup> of each month past due balances over -\$100 will be moved to an invoice and a late fee will be charged. Balances will not be discussed with learners unless they ask how much is in their account. It is the parent's responsibility to check their FACTS account to ensure their learners account is current and not in the negative. To assist with this process, FACTS will send an automatic email once a week to notify of a negative balance.