

HOT LUNCH POLICY

HOT LUNCH ORDERS NEED TO BE IN BY THE DUE DATE. Orders will NOT be accepted after the due date.

Lunch orders are due as follows:

Monthly ordering;

Due on the Friday morning by 11:00am prior to the start of the new monthly menu. The upcoming month order is due on the Friday morning by 11:00am prior to the start of the new month).

Weekly ordering;

Due on the Friday morning by 11:00am prior to the week you are ordering. The upcoming week order is due Friday morning by 11:00am prior to the start of the following week.

Hot lunch lists are prepared 1 week at a time and if you did not order by the Friday due date you will not be able to order until the next Friday due date for the next week.

Supplies are purchased based on the number of orders received.

Late order forms will be sent back home with the child. Students who come to school requesting to order a lunch for that day will be sent to the office to call a parent to bring a lunch.

If your child is absent on a day that you have ordered a lunch it is the parent's responsibility to notify Mrs. Smith at dencypru@aol.com or (text/phone) [905-922-7911](tel:905-922-7911) **BEFORE 9:00am on **THE MORNING** of the lunch they are missing in order to obtain a credit. If you do not contact her before 9:00am no credit will be given.**

The issued credit can be used on the next month's menu, or week if you order by the week. Parents must state the use of that credit on the next order form (on the message line).

Pizza lunch orders are not refundable, nor can a credit be issued.

Thank you for your cooperation.