



# WELCOME TO THE Kent City School ONE WORLD CAFÉ

## PARENT'S GUIDE TO LUNCHROOM PROCEDURES

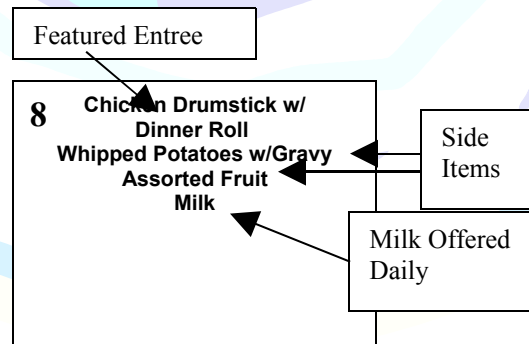
Welcome to Kent City School's Elementary One World Café for 2008-2009! The team from ARAMARK in partnership with Kent City Schools wants to make your child's lunch experience enjoyable and nutritious. This brochure has been created to guide you through lunch room policies and procedures for Elementary students during the 2008-2009 school year.

### Breakfast

All Elementary Schools will offer breakfast starting this school year. Breakfast will cost \$1.40, and will consist of three items; a breakfast entrée (muffin or cereal bar), fruit side, and milk. Students will come through the serving area, pick up their breakfast, stop at the cashier to be checked off a roster, and proceed to the designated dining area. Students who qualify for free or reduced lunches will also qualify for free or reduced price breakfast.

### Menus

Menus are distributed to students before the beginning of each month, and include the following information: featured entrée for each day, side items, second choice options, and lunch account pre-payment information. The lunch price for 2008-2009 will be \$2.30. Milk will be sold for \$.55.



### POS System

Students who purchase lunch, milk, or snacks in cafeterias, make their purchases through the computerized Point of Sale (POS) system used in all of the District's cafeterias. Parents are encouraged to make pre-payments on their child's lunch account. Students may pay on their accounts daily in the kitchen. Please make checks payable to **Kent City Schools Food Service**. (Additional information on the POS system may be found in the accompanying memo.)

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**The Food Service Department processes lunch account pre-payments**

**At [www.mealpayplus.com](http://www.mealpayplus.com) ! Parents who plan on making pre-payments should take advantage of this service to avoid long delays during the first few days of school.**

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### Snack Sales

In addition to a well-balanced meal, students may purchase snack items during lunch. All snacks offered through the Food Service Department meet guidelines established by the District's Wellness Policy. Snacks are offered as a supplement to student lunches, not as an alternative to a nutritious meal. Students who purchase multiple snacks on a single day are less likely to finish their lunch, and may decline to take their fruits or vegetables. Because of this, the Food Service Department asks parents to limit snack purchases to no more than one snack per day. Most snacks cost between \$.25 and \$.50. Snacks may be purchased by students in grades 1 through 5.

### Lunch Room Etiquette

To maintain an orderly and efficient flow of students through the lunch line, students must be attentive and well behaved. Students who are purchasing lunch enter their One World Café:

There they will pick up their tray and sporkette packet. As they proceed through the lunch line, they will choose the entrée they selected in their classroom that morning, side items, and milk.



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**Each morning, students will select the lunch entrée they want to eat that day. It is important that students take the same entrée during lunch that they selected in their classroom in the morning. The kitchen staff prepares entrees based on morning student lunch counts. When students “switch” entrees it increases the chance that the kitchen will run out of selections for students at the end of the lunch line.**

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Federal guidelines do not require students to take every side item that is offered for lunch. However, the Food Service Department encourages students to take all side items that are

offered with each meal. After all lunch items have been selected, students proceed to the cashier, the cashier will tell the student the amount owed for their purchases, or how much money is left on their account. Students should not leave the cashier stand until the cashier has told them they may go. Students who pack their lunch may purchase milk or snacks in the serving area.

### Web Site

Lunch information is available on the District Website [www.kentschools.net](http://www.kentschools.net). There, parents and students will find menus, price lists, and other information. POS pre-payments may also be made online at [www.mealpayplus.com](http://www.mealpayplus.com).

### Free and Reduced Meals

If you are the parent of a free or reduced student, or think you may be eligible, please contact the School Office for an application. You **MUST** reapply at the beginning of each school year, regardless of the child’s eligibility during the previous year. Students who qualified for free or reduced meals last year will have a short grace period at the beginning of school to reapply. If you received a letter from the District that your child has been approved through Direct Certification, they are set to go. If **EVERY ONE** of your children aren’t on the Direct Certification list, then a new household application must be submitted for all children in the household. If an application is not submitted and approved for them by the end of that period, they will have to pay full price for their lunch until a new application has been submitted and approved.

### Lunch charges

If a student forgets his or her lunch money, and charges their lunch, they are expected to repay the money for the charge on the following day. Students who have outstanding charges will receive a notice from the cashier. If balances exceed \$20.00, the building Principals will notify

parents by letter. If a student has excessive charges, they may also lose their charging privileges in the future.

### Contact Us

For information regarding the Food Service Program at Kent City School District, contact the Food Service Department at 330-676-8644.

**Interested in a Work Schedule that fits with your Child’s School Schedule?**

**The Food Service Department is looking for a few good people.**

**For information or applications stop by the Food Service Office at Stanton Middle School  
1175 Hudson Rd.  
Kent, OH 44240  
Or call: 330-676-8644**



