

Lunch/ Breakfast Program Procedures

Victory Christian School offers a State certified hot lunch program. The lunches are brought in everyday by Culinary Management.

Ordering Process:

1. Weekly order forms will come home in the Friday packets.
2. Order forms must be returned by Monday at 8:00 am in the designated lunch envelope. Payments for the week must be included.
3. Each child must have their own order form filled out.
4. The order forms are all counted on Monday morning and called into the caterer.

Lunch Prices:

1. Grades K -12 are **\$3.75**.
2. Reduced and Free Lunches are available to those that meet the State income guidelines. Please fill out an application to see if you qualify.
3. Reduced lunches are \$0.40.
4. Extra Milk or milk for children who pack their lunch is \$0.50.

Payments:

1. Lunches must be paid for on a weekly basis not a daily basis.
2. We accept cash or checks made out to VCS with Lunch Program in the memo.
3. Pre-paid cards are available for your convenience. You may place any amount on the card for your child to use for lunches or ala carte items. Please send a note in your lunch envelope with the amount you would like to place on your child's card. You will get a balance report every Friday.

Charging:

1. The children will be allowed to charge ala carte items if they do not have any cash or a pre-paid card.
2. Charge slips will be sent home on Friday and all charges must be paid by Monday.
3. If you do not want your child to charge please send a note to the school.
4. We do not keep track of each item your child charges only the total of the weekly purchase.
5. Any balance not paid will be added to the next week's charges.

Prepaid Card:

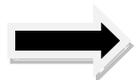
1. VCS offers a prepaid card. You can send in money to add to your family account at any time in the weekly packet.
2. Each time the child makes a purchase the total will be debited from their family account.
3. Each week a prepaid card balance will be sent home in the weekly lunch packet.

Menu:

1. The menu is made by Culinary Management and meets all the State food guidelines.
2. The menu will come home monthly and it will be listed on the order form weekly.
3. Lunch does include a main dish, fruit, vegetable and milk.

Ala Carte:

1. A list of these items and prices will be sent home in the first weekly packet.
2. These items may be purchased daily at lunch with cash, pre-paid card or charged.
3. A charge slip will be sent home every week with the charges that the students have accumulated during the week and must be paid the following Monday.



Attendance – This policy applies to everyone who uses the lunch program

1. **If you child is absent, you will be required to pay for the lunch because VCS has to pay for it.**
2. If your child purchases a lunch they must take that lunch even if they forgot and packed a lunch.
3. **Credits will only be given IF you call off your child the day before.**

School Cancellations:

1. The day we return will be the menu of the first day that school was cancelled.
2. If school is cancelled on a day that your child has ordered a lunch please apply yourself a credit on the next weeks order form.

Breakfast:

1. Breakfast is served daily from 7:20 a.m. to 7:40 a.m. There is no pre ordering; breakfast can be charged or paid for the morning of.
2. A full price breakfast is \$1.25 and reduced priced is \$.30.
3. If the student does not have time to eat breakfast they can take all prepackaged items and keep in their lunch box and use for their snack.
4. The breakfast menu will be on the reverse side of the lunch menu.

Packing a lunch from home:

1. VCS does provide microwaves to heat up packed lunches. The on duty teacher will heat up the K-3rd lunches. Grades 4th -12th will have access to heat up their own lunches. Please make sure the children know how to heat up their lunch before they come to school that morning such as how long and how much water is needed etc.
2. All lunches needing microwaved must not exceed 2 minutes heat up time.
3. VCS also provides snacks that the students may purchase during lunch, as well as a few main dishes such as corn dogs, bosco sticks, salads, and chicken nuggets. Milk, juice and water are also available for purchase.