

Lunch Program

Menus are sent home monthly to allow students to select their breakfast and/or lunch option. Order forms must be returned each month by every student who uses the meal program. This includes students who qualify for the free and reduced meal program. If your student has not returned an order form, they may not receive their meal of choice. The cost for breakfast is \$1.95 per day and lunch is \$3.10 per day. Reduced price breakfast is \$.30, and a reduced-price lunch is \$.40. **Students are required to prepay for their meal selections with their order.** Payment can be made by cash or check. Credit Card payments may be made through the Hearn website by selecting Payments> Category> and selecting lunch, then entering information as followed or by setting up an account through www.myschoolaccount.com. In addition to paying for your child's meals you can check your child's account balance, set up for a low balance alert, and access other information through this website.

In the event a child forgets to bring their sack lunch, we will ask them to contact their parent/guardian to either bring them lunch or authorize the student to receive a school lunch. The amount will be charged to the student's account and is due the following school day.

Meal Charge Policy

All balances both negative and positive roll over from the previous school year. The unpaid meal policy is as follows:

- 1) A letter to the parent/guardian will alert them that their student has a negative lunch balance and request payment. The request will be for the negative balance and for any future meals the student will be eating that month.
 - a. The students will be allowed to have 3 meals, either 3 lunches, 3 breakfasts or a combination of lunch and breakfast. Students who have exhausted their charges are then provided one fruit, a cheese stick and milk as an alternative meal. They are allowed to receive up to 3 alternate meals before they are cut off. Parents will then be responsible for sending money or a sack lunch for their child.
- 2) A second attempt to collect payment will be made via email or phone call.
- 3) If you have turned in a Free and Reduced Meal Application and have not been notified of your child's status, you will be charged full price for their meals. The negative lunch balance must be paid in full before the school year ends.
- 4) If the student starts the school year with a negative lunch balance who is considered full paying, they will receive an alternative meal of milk, cheese stick and the fruit of the day until the balance is paid in full. If the student has cash on hand, they will receive a meal regardless of the unpaid lunch account.
- 5) Meals are to be paid for in advance.

If collection of funds is not settled further action will be taken:

- 1) The Nutritional Services Coordinator will contact the principal if no payment is received.
- 2) The principal will contact the parent/guardian to determine an appropriate solution.
- 3) The principal or their designee will contact the family and review with them their responsibility to provide meals for their student.
- 4) The expectation is that all fees owed Hearn lunch program are paid in full by the last day the student will be attending class.

Remember unpaid meal charges are time-consuming for staff and embarrassing for the students.

School Health and Nutrition Program

Arizona Nutritional Standards became mandatory effective July 1, 2006, for grades K-8. For complete policy guidelines you can visit the Arizona Department of Education website www.azed.gov/hns. Hearn Academy does follow both state and national guidelines as required.