

Delaware Community School Corporation Lunch Charging Policy

Elementary School – We strongly discourage meal charges, but understand that an occasional emergency may make it necessary. The school district policy is as follows:

- Student may not charge more than 5 meals
- All charges must be paid within 5 days
- Parents will be notified and asked for prompt payment after the first charge
- No a la carte items may be charged

After the 5th lunch charge, the food service department will provide the student with a peanut butter or cheese sandwich and a carton of milk at a cost of \$.75. The alternate meal cost will be added to the student's debt. After five days of non-payment, or if steps have not been taken to apply for assistance, or if the parent/guardian has not contacted the food service department to make arrangements, the student's lunch privileges may be stopped. The food service manager will monitor the student at meal periods to ensure the student is receiving a lunch provided by the parent. The principal and the director of food services, may contact the Department of Child Protective Services in the event any student is not being provided a lunch by the parent/guardian.

Middle School - We strongly discourage meal charges, but understand that an occasional emergency may make it necessary. The school district policy is as follows:

- Student may not charge more than 2 meals
- All charges must be paid within 5 days
- Parents will be notified and asked for prompt payment after the first charge
- No a la carte items may be charged

After the second lunch charge, the food service department will provide the student with a peanut butter or cheese sandwich and a carton of milk at a cost of \$.75. The alternate meal cost will be added to the student's debt. After five days of non-payment, or if steps have not been taken to apply for assistance, or if the parent/guardian has not contacted the food service department to make arrangements, the student's lunch privileges may be stopped. The food service manager will monitor the student at meal periods to ensure the student is receiving a lunch provided by the parent. The principal and the director of food services, may contact the Department of Child Protective Services in the event any student is not being provided a lunch by the parent/guardian.

High School – We strongly discourage meal charges, but understand that an occasional emergency may make it necessary. The school district policy is as follows:

- Student may not charge more than 2 meals
- All charges must be paid within 5 days
- No a la carte items may be charged
- No alternate meal will be offered

*It is strongly encouraged that payments be made in advance. However, for student convenience, lunch money will be accepted through the lunch line. For your convenience, deposits may be made by credit/debit card by setting up an account for your student on www.K12paymentcenter.com. You may view your student's lunch account, and set up a lunch account balance reminder as well. You may contact the food service department for assistance. Unpaid meal balances may be turned over to collections after 30 days.