

STAR OF THE SEA CATHOLIC SCHOOL **LUNCH PROGRAM**

Lunches must be paid by using cash brought to the cafeteria or a pre-paid lunch card.

PRE-PAID LUNCH CARDS

- If you wish to purchase a pre-paid lunch card, please send a check directly to the bookkeeper. If you send cash or a check to school for the purchase of a pre-paid lunch card with your child be sure to include your child's **first and last name** on the envelope.
- There is a lock-box in the reception office where you may put payments for lunch and extended day care.
- **Do not combine lunch card purchases with other payments, i.e. before and after school care.**
- Please remember the school is **not** responsible for lost or misplaced payments. Payments you send to school with your child change many hands before they are received in the bookkeeper's office.
- **You must maintain at least \$10 on each child's lunch card.** Low lunch account balance letters will be run every other Tuesday afternoon and sent home in the Wednesday envelope. Letters are generated when your child's balance reaches \$10.00 or less.
- If you are purchasing a lunch card for multiple children please state allocation for each child in the **memo line** of the check.

Thank you for your time and attention regarding the Star of the Sea Catholic School lunch program.