

## Food Service Charge Policy

2020-2021

We want each and every student to enjoy a healthy lunch every day.

### Kindergarten – 6 th grade

In the event that a student does not have adequate funds to cover their lunch purchase, we will allow up to five (5) meals charged. Weekly reminder letters will be sent home with a follow up courtesy phone call if needed.

After five (5) meals have been charged, students will not receive a regular lunch unless the student pays for the meal at the time of service or the balance is paid. They will receive a cheese sandwich, fruit, vegetable, and milk that will be charged to their account.

If a student begins the school year with unpaid charges on their account the student will receive a cheese sandwich meal beginning the first day of school, until payment is received or a payment schedule is established.

### Seventh – Twelfth Grade

In the event that a student does not have adequate funds to cover their lunch purchase, we will allow five (5) meals charged. Weekly reminder letters will be sent home with a follow up courtesy phone call if needed.

After five (5) meals have been charged, students will not be served breakfast or lunch unless the student pays for the meal at the time of service or the balance is paid. No substitute meal will be provided.

If a student begins the school year with unpaid charges on their account, the student will not be served breakfast or lunch the first day of school, until payment is received, or a payment schedule is established.

### In Conclusion

Payments can be sent in with students, paid in the cafeteria or applied on line with student ID number obtained from the school, at [sendmoneytoschool.com](http://sendmoneytoschool.com). Payments can also be mailed to Clare Public Schools, attn.: Food Service, 201 E. State Street, Clare, MI 48617.

If a student qualifies for free or reduced lunches, any charges incurred before the application is completed, and approved, will still be owed to the school.

All outstanding meal charges at the end of the school year carry over to the beginning of the next school year. The parents will receive several notices during the summer notifying them of the outstanding balances and encouraging them to take care of the balance before school begins.

It is Clare Public School's goal to assist in identifying all students who qualify for free or reduced lunches. If at any time during the school year your household income should change, please contact the food service department. You could qualify for the free and reduced lunch program.

If you have any questions regarding your child's lunch account, the food service program, assistance in applying payments, or help with the free and reduced application, please contact the food service department @ 989-386-1258.