



IMPORTANT LUNCH PROGRAM INFORMATION

PLEASE READ

There have been some changes to the lunch program at PPCS due to COVID-19. Children will no longer be coming through the lunch line, instead we will have their trays ready when they arrive to the lunchroom and they will be delivered to the student at their table. When ordering, please indicate exactly what they are ordering, such as type of milk, chips, fruit, etc. No changes can be made once the tray is prepared. On in-house day we will post what our soups will be so please write in your choice if ordering. If things are not indicated on the order form, we will have to make the choice for them. There will not be any extras! If your child forgets to order have them come to the kitchen as soon as possible to let us know so that we can make them a sandwich. We may not have time to make it once lunch starts. If your child orders lunch and must leave unexpectedly before lunchtime, please let us know as soon as possible. If we are not notified, then the student will be charged for the lunch.

You will be able to place your order in the breezeway on the east side of the building or at the counter in the front hallway. There will be a clean and used pen cup along with hand sanitizer at both locations. All preschool and elementary students must have a parent signature on their order form and middle and high school students are able to order on their own. Orders must be placed by 8:30 am!

To open a lunch account you can make a payment, cash or check, to us at the lunch table from 7:50-8:30 am every morning or you can drop it off in the office and specify it is for your student's lunch account. Please ensure that your student has money on their account prior to ordering. We will inform you when your account falls below \$5.00. We will first send a note home with the student and if it is not paid in a timely manner we will e-mail or text the parent with the balance. If the student continues to order with a negative balance, we will only allow a sandwich and side for \$2.75 until the account is up to date.

Attached you will find a menu and calendar for each of the vendors this year. We look forward to serving your child(ren) again this school year. If you have any questions please contact either Traci Rupp or Lisa Brown. Thank you for your patience as we navigate our new way of doing things.

Traci Rupp and Lisa Brown
PPCS Lunchroom staff