

School Lunch Balance Policy

Purpose

The purpose of the following policy is -

To permit the orderly establishment of consistent practices regarding charges and collection of charges,

To provide adequate communication among staff, administrators, teachers, students and parent/guardian.

To establish fair practices that can be used throughout the school.

To ensure that all students have a healthy meal and that no child goes hungry.

To treat all students with dignity and confidentiality in the serving line regarding meal accounts.

To encourage parents/guardians to assume the responsibility of meal payments and to promote self – responsibility of the student.

Standards

1. Bonneville Academy staff will send out an email and/or hard copy low balance notices when student balances reach \$5.00
2. Staff will call parents/guardians when student account balances are in the negative.
3. The Administrative Assistant or Director will call and/or send a letter to parent/guardian with an account balance on or before a deficit of -\$25.00.
4. Any uncollectable deficit lunch account balance will become the responsibility of the school. The staff may use any collection agency of their choosing.
5. Negative lunch balances at the end of the year must be resolved before students can register for school for the following year.
6. Students who have a deficit in their lunch account of more than -\$25 will receive an emergency meal.
7. Students will not be asked to call home regarding negative lunch balances, the calls will be made by staff.