

# **Western Food Service Meal Charging Policy**

Feeding students is the sole purpose of Western Food Service. For families that may have financial difficulties, Western School District participates in the Free and Reduced lunch program. Some families are automatically qualified for free benefits thru the Direct Certification Process. Western food Service receives and updated Direct Certification List each month and notifies families of any benefit change. For those who do not qualify automatically, applications are sent to families in the beginning of the year packets, available online in the Food Service Tab on the district website, at all back to school nights and registration, in each building office and at each serving line.

For families who do not qualify for free benefits the following charge policy applies:

## **Elementary Schools**

All students may charge meals only (breakfast and lunch) up to -\$10.00. If a student goes beyond the -\$10.00 limit they will be given an alternative meal at no cost to the student. (cheese sandwich, fruit, milk)

Charging ala carte items is not allowed. (extra entrée, second meal, milk)

## **Middle School/High School**

All students may charge meals only (breakfast and lunch) up to -\$10.00. Students will not be given an alternative meal nor be allowed to charge past the -\$10.00 limit.

Charging ala carte items is not allowed. (extra entrée, second meal, milk, snacks, beverages)

Starting the second Monday in May High School students will not be allowed to charge anything. Signs will be posted a minimum of 2 weeks in advance to notify students.

Any student with a negative balance receives an email notification every afternoon until the balance is zero or positive. Included in the email are payment options and instructions to the [lunchapp.com](http://lunchapp.com) link to apply online for meal benefits if needed.

Any charges not paid by June 30th will be handled in accordance with the districts Bad Debt Policy.