

### **3A.06.007 School Meals Account Policy**

#### **Account Policy**

The Federal Free and Reduced price meal program is available at Excelsior Academy. Free or Reduced meal status is effective immediately upon approval of the application.

It is the responsibility of the parents to provide a lunch for their student each day by either sending a lunch from home or ensuring that their student has sufficient funds in their account to purchase a school lunch.

Lunch meals provided by the Lion's Den Café are available on a prepaid basis; there must be money in the student's lunch account before they may receive a lunch.

Students will be allowed to receive lunches until the account balance reaches \$10 in the negative. At this point, if a payment has not been made, all students in that family may receive a small tray for lunch until their account balance is made positive again. Emails and text messages will be sent to parents, as notification, the day before and the morning of a student receives a small tray. A small tray consists of a milk or water, and the fruit and vegetables offered for lunch that day. Small trays are not given for breakfast. If a student receives three small trays within ten school days, the account will be turned over to the School Director for follow up.

If a student continues to receive small trays after that point, more decisive action may be taken by the administration.

It is the responsibility of the parents to ensure that their student has sufficient funds in their meal account.

#### **Allergies**

At times, students may consume food at school that their parents do not send-for example, by trading lunch items, receiving a birthday treat or having special food at a culminating activity. It is imperative that parents disclose any food allergies to the school by filling out a Health Alert form so that precautions can be taken to prevent allergic reactions.

Please note that it is not the responsibility of the kitchen staff to monitor foods served, as part of a school meal, to a student with food allergies, unless that student has a disability which *requires* a special meal or accommodation. To receive a meal accommodation, a student must have the Request for Special Meals form filled out and signed by a physician, documenting the disability and listing the specific foods to be omitted and substituted. It is the parents' responsibility to obtain allergen information from the kitchen staff for all meals, and to know which menu items are safe for their student to eat.

#### **Lion's Den Café Usage Policy**

In accordance with Tooele County Health Department regulations, no persons may enter the kitchen area of the cafeteria without having a food handler's permit on file with the Café office. Use of kitchen space and equipment is restricted to school meal service only, unless prior arrangements have been made with the Food Programs Director.