



Adopted: July 1, 2008

Revised: July 25, 2011, June 18, 2012, November 16, 2018

716 HOT LUNCH POLICY

I. PURPOSE

The purpose of this policy is to establish consistent meal account procedures for DaVinci Academy in the provision of meals to students. DaVinci Academy recognizes the parent/legal guardian's responsibility to provide lunch for their children. Proper nutritional intake is essential for adequate learning to occur.

It is the policy of DaVinci Academy to offer catered ("hot") lunch at school. Our caterer strives to produce quality meals in an efficient and fiscally responsible manner. Families may apply for free/reduced meals anytime during the school year. Applications are available to all families in the school administration office or on our website (davincicharterschool.org). In accordance with the Wellness Policy, DaVinci Academy will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced price school meals. Food and nutrition services will use electronic identification and payment systems.

If a child requires special dietary accommodations, parent/legal guardian is required to complete a *Special Diet Statement* form that includes a statement by a recognized medical authority. Forms are available in the school administration office, and on our website (davincicharterschool.org).

According to Federal and State regulations, specific amounts of each food group must be placed on the students' trays.

II. PROCEDURES FOR PURCHASING LUNCHES

- A. A "special diet" request (vegetarian, gluten free, dairy free) must be ordered one week in advance.
- B. It is important that each student's account is kept current. When a student's lunch balance is \$50 or more, the parent/legal guardian will be contacted by the school and weekly emails will be sent with the current balance. In the event of continued non-payment of lunches, the school will contact the parent/legal guardian and a meeting with the Executive Director may be required. Until payment in full or a payment plan is

agreed upon, the student will be served an “emergency meal” consisting of a sandwich, fruit, vegetable and milk.

- C. School lunch cost prices can be found at the school office or the school’s website.

III. STUDENT CONDUCT IN THE CAFETERIA

All food must be eaten in the school cafeteria. Candy and “pop” are not allowed in the cafeteria. After eating, students will be dismissed to clean up their immediate area. Students are expected to practice good table manners while in the cafeteria. Throwing food items or other misconduct may result in dismissal from the cafeteria and loss of the ability to eat in the cafeteria.