

July 18, 2019

To: 7th-12th Grade Students  
From: Tresia Honaker, Lunchroom Manager

Beginning in Upper School, you will be able to order and reserve your lunch during your break time. If you order at break, you will not have to stand in line to order during your lunch time. Upper school students will not order from the lower school menu.

We will serve different breakfast items during your break time. Please see the attached sheet.

Please remember to bring money each day for your break and lunch. You may bring a lunch from home. All junior and senior high school students may buy drinks/snacks from the vending machines located in the lunchroom.

I will keep money on the book for you if you would like, but you **MUST KEEP MONEY ON THE BOOKS**. I will send an IOU slip home with you when you are out of money. **PLEASE TAKE THE IOU SLIP HOME**. Your parents have no way of knowing you are out of money unless you take the slip home to them. You **MUST** bring more money to pay the amount owed PLUS additional money to go back on the book. Please do NOT abuse this privilege or it will be taken away. **Remember you are not allowed to charge in the lunchroom. If you must charge for any reason ALL charges must be paid as soon as possible.**

Any person bringing outside food into the lunchroom to you **MUST BE APPROVED** through the office and the lunchroom notified. This **MUST** be approved at the beginning of the school day. **YOU CAN NOT have lunches brought in for other students.**