

## Food & Nutrition Services Meal Charge Policy

Parents & Guardians are encouraged to monitor their student(s) meal account by signing up at [myschoolsbucks.com](http://myschoolsbucks.com). It is the responsibility of the parent / guardian to pay for or pack their student(s) lunch when sending them to school.

However, the Food & Nutrition Services Program at Career Academy of South Bend recognizes there may be unforeseen circumstances, and as a courtesy to our families we will provide an alternate meal, as we believe no student(s) should go hungry during the school day.

All students enrolled at Career Academy of South Bend receive **free breakfast** through the district's **Universal Free Breakfast Program**; Students are encouraged to eat breakfast.

### The following Charge Policy is in place:

- A. Students enrolled at Career & Success Academy will be allowed to charge **\$20** prior to an alternative lunch being provided.
  - a. **An alternate lunch consists of a cheese sandwich, choice of fruit or vegetable, and a milk.**
- B. All unpaid charges will be carried forward to the next school year, and will count towards the students' ability to charge.
- C. Students are not permitted to purchase a la carte items if they owe any unpaid charges

### Unpaid Charges:

The Food & Nutrition Department recognizes the importance of eating a healthy meal, and will remind parents & guardians when student(s) are nearing their charge limit. The cafeteria manager and Director of Dining Services will provide the following reminders in an effort to help student(s) continue to receive school meals:

- A. Student receives a verbal reminder
- B. Telephone call
- C. Parent / Guardian receives a written letter via student or mail

The Free & Reduced Meal Program is available to families experiencing financial difficulties. Applications are available online or through the Food & Nutrition Services Department.