Orange Beach City Schools Child Nutrition Program Charged Meal Policy

Est. July 2022

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APPROVED BY ORANGE BEACH CITY SCHOOLS

Orange Beach City Schools recognizes that some students may either lose or forget their lunch/breakfast money. However, in the event of this happening, it is unlawful for the Child Nutrition Program to absorb unpaid, charged meals. Therefore, the following guidelines may be used by schools at the principal's discretion:

Grades Pre-K through 3 and All Special Needs Students: Federal law requires grades Pre-K through 3 and special needs children to receive a meal at breakfast and lunch, regardless of funds. Parents will be contacted for repayment of charged funds. Non-public funds will be used to cover charged meals if money cannot be collected from parents.

Grades 4-12: Two meals may be charged. The students and/or parents are responsible for repaying the funds for charged meals to the cafeteria. After a student has charged two meals, an alternative meal may be provided to the student at the principal's discretion.

Adults, employee or non-employee, may not charge meals at any time.

No a la carte items can be purchased by any student until money for charged meals is collected. The cafeteria manager on site should continue to submit the child's name to a designated office employee daily or weekly until the charges are collected and submitted to the Child Nutrition Program. The CNP Manager and Assistant Manager should assist in contacting parents regarding money owed to the cafeteria. At the end of the school year, the school office will be responsible for remitting payment for the remaining charges to the Child Nutrition Program with non-public funds if parents have not resolved the matter within the allowed time frame.