

Sabine Child Nutrition Department Refund Policy

- Campus will contact Child Nutrition Department when a student is checking out
- Any refund less than \$5.00 will be issued as a cash refund directly from the Child Nutrition Department, account will be cleared and marked as refunded
- Any refund greater than \$5.00 will be refunded in the form of a check issued through central office.
 - Account will be cleared and marked as refunded
 - An email will be sent informing central office of the refund amount, student name and where refund is to be mailed.
- Senior class list will be printed by the Child Nutrition Department the last week of school. All accounts will be cleared and refunds issued in the above mentioned processes.