



## Gwinnett County School Nutrition Program

### Meal Charge Procedure

#### **Students**

Elementary school students will be allowed to charge up to \$11.25.

Middle school students will be allowed to charge up to \$12.00.

High school students will be allowed to charge up \$4.00.

Charges are not allowed for supplemental or ala carte items.

Once the charge limit has been met the student may receive a designated alternate meal at no charge as defined by the School Nutrition Program.

A charge notice will be completed for each occurrence and notification will be sent home to the parent/guardian through the student. Additionally, once the charge limit has been met the parent/guardian will be notified by the local school via phone call, letter, or email.

A charge list will be provided to the Principal at the end of every month and upon request.

Charging for meals will not be allowed after April 30<sup>th</sup>.

The charge policy will be communicated to parents/students via student handbooks, SNP & local school websites, and letter.

#### **Adults**

Charges are not allowed for supplemental or ala carte items.

Adults at all levels will be allowed to charge a maximum of 1 day to their account.

Charging for meals will not be allowed after April 30<sup>th</sup>.

#### **Refunds**

Refunds may be processed at the local school level up to \$50. Any refund over \$50 shall be processed through the SNP Central Office by submitting a Refund Request Form available on the SNP website.

<https://www.gcpsk12.org/Page/24219>

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**If you have any questions about your child's meal charges, please contact the cafeteria manager at your child's school.**

**If you have any questions about a refund, please contact the SNP Central Office at:**

**[snp.accounting@gcpsk12.org](mailto:snp.accounting@gcpsk12.org) or by calling: (678) 301-6246.**