



Southwest Licking Schools Food Service Department

927-A South St, Pataskala, OH 43062
740-927-3941

Food Service Charge Policy

Money should be placed on a student's account prior to meal purchasing. However, Southwest Licking Schools recognizes that occasionally a student may forget or lose money, and/or encounter a zero cash balance in their breakfast/lunch account.

The SWL Food Service Department is dedicated to ensuring that students are provided nutritious meals at school. There is a positive correlation between a healthy diet and academic success. Additionally, Food Service will continue to operate in a fiscally responsible manner. SWL Food Service operations are self-funded.

In order to achieve this important balance, the following Administrative Guidelines have been developed.

- In the instance a student has forgotten or lost lunch money and/or their lunch account fund has a zero balance, students will be allowed to charge to their meal account.
- Extra A La Carte items (drinks and snacks) cannot be charged.
- Parents are responsible for paying all meal account debt.
- Parents will receive an automated email once their child's account has gone negative. Information detailing instructions for paying the debt as well as how to apply for free/reduced meals will be included.
- Reminder emails will continue to generate until the debt is paid.
- If no response is received from the notification emails, phone calls and mailed letters may be necessary.
- Unpaid meal charges will be carried over at the end of the school year to the next school year and will be subject to this charge policy the following year.

Payment Options:

1. Pay with credit/debit card or ACH online @ www.myschoolbucks.com.
2. Send in cash/check with student in an envelope marked with their name and indicate "Lunch Money". Student may give it to their homeroom teacher or place in the designated deposit box in the cafeteria.

If you have any questions or concerns about this mandatory policy, please call the Food Service Department at 740-964-3448.