

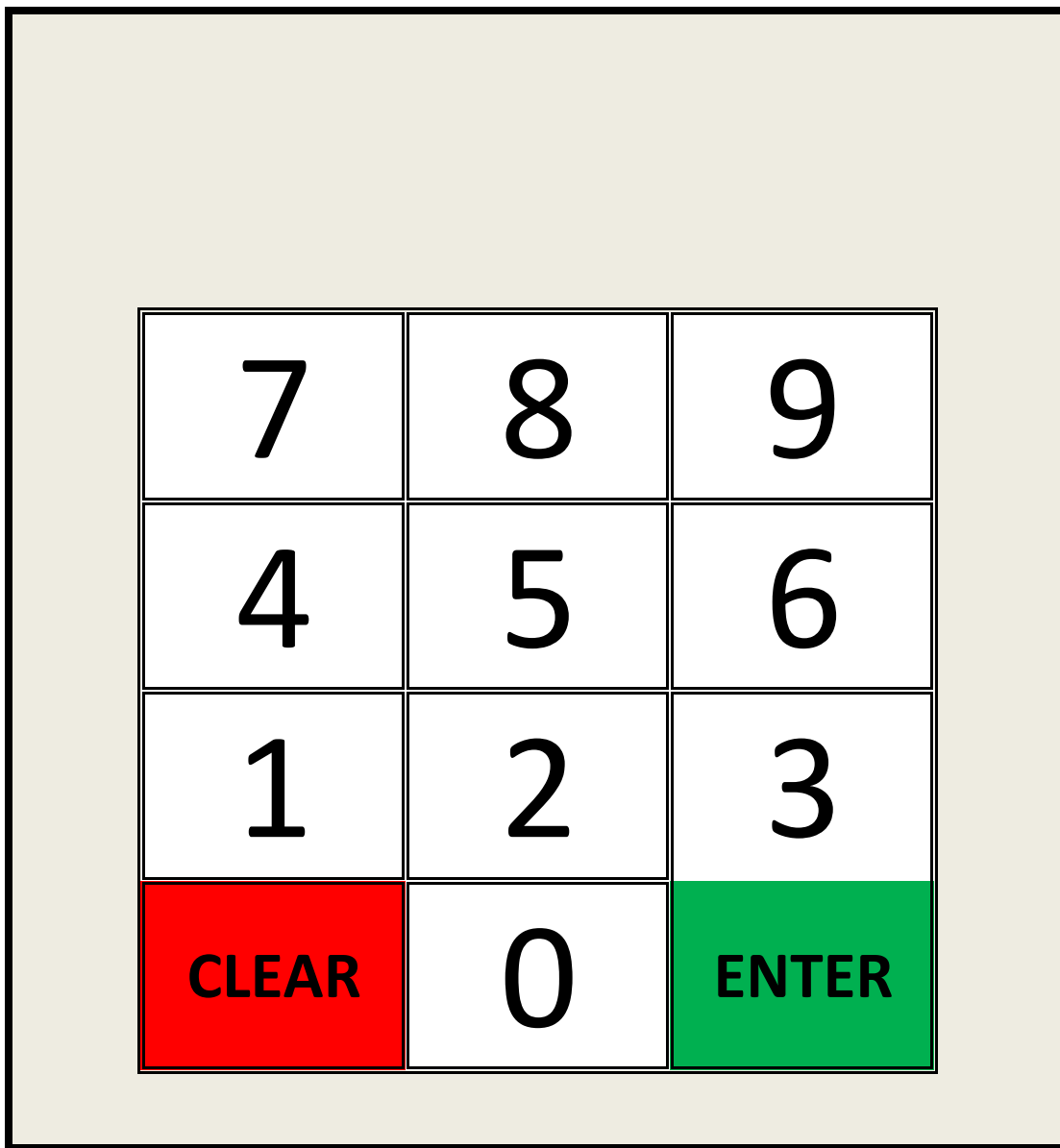


SVSD FOOD SERVICE WELCOME TO KINDERGARTEN

1. **RELAX** - We are here to help you every step of the way in using the School Cafeteria.
2. **LUNCH LINE PROCEDURE** - Students will enter the cafeteria and go through the line to pick up meals. Their meals will be purchased at the end of the line at the registers. Each register has a barcode scanner. Students will be issued breakfast and lunch cards with a unique barcode which identifies them in our system. This system allows the children to move through the lines in a timely manner so that they have adequate time to eat their meals. Students will have a lunch card (attached to a lanyard) in their classroom. They will take the card with them to lunch. When they go through the line - they will scan their card to access their account. These cards will be returned to the classroom to be stored for the next school day. At the beginning of the school year - students will be given a second card which will be attached to their back pack to be used for breakfast. **Please make sure that the cards stay attached to your child's back pack for the remainder of the school year.**
3. **PIN NUMBER** - The most important thing you can do to assist your child is to help them memorize their PIN number. The attached paper is a copy of what the pin pad looks like.
In the event that your child does not have a card with them - they will need to know their PIN number to access the system.
Their PIN number is also their Student ID number, which you will find on their Back to School Letter. This number identifies them in all areas of the school and will stay the same for the entire time that they attend the Schuylkill Valley School District. It is very important that your child learns their number as it may be required in other departments of the school. They will also need to know their PIN number when they move up to the Middle School and High School cafeteria's since they will have to enter their numbers on the pin pads to access their accounts.
4. **MEAL PRICES** - The State of Pennsylvania is providing Universal Free Breakfast to all Students for the 2024/2025 School Year. In addition to universal free breakfast - the State is also providing Free Lunch to all students that qualify for Reduced Priced Meals. The cost of lunch for paid students is \$3.00. The menu is posted on the District Website.
5. **CAN'T AFFORD THOSE PRICES?** - We are here to help! If you think you may qualify for Free or Reduced Meal prices please go to <https://www.schoolcafe.com> and fill out an application. If you are approved, your child's account will be updated and they are then eligible to receive breakfast and lunch for free. This information is confidential and no other students will be aware of your child's status. **Please note - a new application must be filled out at the beginning of every school year.** Your free or reduced status will only carry over for the first 30 days of the new school year. Please refer to the district's website under Food Service for more information on the Free and Reduced Price Meal Program.

6. **SCHOOLCAFÉ** - Schoolcafé is an online portal for parents to be able to have access to their child's food service account. Schoolcafé is owned and operated by the Point-of-Sale System which the district uses for the Cafeteria operation. Schoolcafé allows you to view your child's account so that you can see what they are purchasing and what their balance is. You may also set up automatic email alerts that will let you know when your child's balance is low as well as make payments into your child's account using a credit card (a service fee will be charged for this service). Applications for Free or Reduced Price Meals can also be processed through the schoolcafé website. To use this service you must first register by logging into the schoolcafé website and choosing a user name and password. You must then add your children to the account by using their Student ID number (PIN number). Please refer to the district's website under Food Service for information and instructions on using the schoolcafé website.
7. **HOW DO I PAY?** - The following are ways that you can deposit money into your child's account:
 - a. **CHECK** - Please make check payable to "SVSD Food Service" and list your child's name and pin number on the check and/or on the outside of the envelope.
 - b. **CASH** - We will accept cash - please make sure it is in a sealed envelope with your child's name, grade, teacher, and pin number clearly marked on the outside of the envelope. Please note that if cash gets lost or stolen, it cannot be tracked or replaced.
 - c. **ELECTRONICALLY** - Online payments can be made by going to www.schoolcafe.com. You must register with schoolcafé first in order to use this service. The minimum payment amount is \$20.00 and a 5% service charge will be assessed for payments made online.
8. **QUESTIONS** - If you have any questions or concerns, please do not hesitate to call Louisa Trumbore, Food Service Director, at (610) 916-5726 or email ltrumbore@schuylkillvalley.org.

This Institution is an Equal Opportunity Provider and Employer



MY PIN # IS _____