

## Welcome Back!

We are thrilled and excited to serve you during the upcoming 2024-2025 academic year with our HI Dining by Sodexo program. Our primary goal is to bring fun and food together while prioritizing safety by adhering to existing rules for personal hygiene, food safety, and infection control. We diligently follow state and Sacred Hearts Academy guidelines to ensure the safety of all our students.

We have an array of offerings to make your dining experience enjoyable and convenient:

**Breakfast:** You can purchase breakfast at the Student Center from 6:30 am to 7:30 am, available until supplies last.

**Lunch Pre-Orders:** Comes with a fantastic benefits, **priced at a reduced rate**, ensure your favorite meals are ready for you, and fast pickup. Simply place your orders by Friday at 10:00 pm for the following Monday through Friday. The order forms will be open on Wednesday afternoon. For more details and access to the Sodexo Payment Form and instructions on using MealTime, please visit: <https://www.sacredhearts.org/sodexo>

**Hot Meals Availability:** We will have a limited amount of hot meals available for purchase on a first-come, first-serve basis. While pre-orders are encouraged, these hot meals are a great option for those who may not have pre-ordered.

**Snack Bar :** Snack Bar will be available during recess and lunch periods. It will be open for a limited time for afterschool purchases.

**Daily Ordering:** Please take note of the daily ordering processes for different grades:

- **ELC-3rd grade:** Students will receive an ID card to be used for School Lunch only (no snacks, etc.). If they will be purchasing a School Lunch, their ID cards will be collected before meal service and returned to the classroom at the end of the lunch period.
- **Grades 4-12:** Students may use their ID card at their discretion for all meal purchases.

**Meal/Purchase Restrictions,** please email at [cafeteria@sacredhearts.org](mailto:cafeteria@sacredhearts.org) with all inquiries.

## Payment Options:

We exclusively accept payments through Mealtime program, where your student's ID card serves as the primary means to utilize these funds. Payment can be made using two methods:

**Check or Cash Preload:** You may preload your student's account by sending a check or cash along with the completed Sodexo Payment Form to the food service office.

**Online Payment:** An alternative option is to pay online through [www.mymealtime.com](http://www.mymealtime.com). Please note that there is a convenience fee associated with using this service.

**Refunds** are not available in this program. Any funds loaded into your student's account will carry over until their senior year. However, any leftover funds at the end of their senior year will be forfeited.

We will be deducting the cost of pre-ordered meals from student accounts at the start of the week. Please ensure your student's account is loaded on MealTime to facilitate this process. We allow a negative balance of up to \$10. If the account accumulates more than a \$10 negative charge, lunches will not be prepared until the account is sufficiently filled.

We are committed to providing a safe and enjoyable dining experience for all our students. If you have any questions or need more information, please feel free to contact us at [cafeteria@sacredhearts.org](mailto:cafeteria@sacredhearts.org).

Looking forward to a wonderful academic year together!

*Erin Awai*

Area General Manager– HI Dining by Sodexo



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Sodexo Hawaii



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