



Pacifica School District

375 Reina Del Mar Avenue ★ Pacifica, California ★ 94044
(650) 738-6600 ★ (650) 557-9672 (fax)

Preparing Students for an Evolving World

www.pacificasd.org

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Services

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Executive Director,

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FOOD SERVICE POLICY

I. PURPOSE

The purpose of this policy is to provide guidelines for lunch account procedures throughout the District in the provision of meals to students.

A nutritious and well-balanced hot lunch is served daily at a cost of \$3.25 (\$3.50 for middle school) or \$0.40 for reduce price lunches. Breakfast is available at a cost of \$2.00 or \$0.30 for the reduced price breakfast. Milk is available for \$0.75. Drinking water is available in or near all cafeterias either at a drinking fountain or pitcher to drink by the cup. Meals may be prepaid by bringing cash, check, or by using EZSchoolpay.com for a \$3.00 fee.

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to recognize the parent/guardian's responsibility to provide lunch for their children by either a cold lunch from home or assuring that they have monetary credit in their student lunch account. Proper nutritional intake is essential for adequate learning to occur. Pacifica School District offers nutritional meals under the guidelines of the USDA and strives to provide meals in an efficient and fiscally responsible manner.

III. PURCHASING MEALS

a. Student Lunch Accounts

i. Students may purchase meals when funds have been deposited into their accounts.

ii. Cash or checks will be taken by food service staff and the full amount will be deposited into the students account.

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EZSchoolPay.com makes paying for school meals easy and convenient for a \$3.00 transaction fee

- iii. Each student will have their own lunch account number. A single common number for families with more than one student in the district will *not* be used. Siblings may have their accounts joined but still use their own account number.
- iv. Students are not allowed to borrow lunch credits from another student.
- v. Students are not allowed or encouraged to eat from another student's lunch tray for health and sanitation reasons.
- vi. Students who forget lunch account number or card must step to the back of the lunch line so as not to impede the timely delivery of lunches to other students. These students will receive their lunch after the cashier has found their account on the computer and has debited them for their lunch.

b. STUDENT ACCOUNT STATUS AND NOTIFICATION

- i. The Pacifica School District will ensure that a student whose parent or guardian has unpaid school meal fees is not denied a reimbursable meal of their choice and to ensure that they are not shamed or treated differently from other students.
- ii. This is not intended to allow for the indefinite accrual of unpaid school meal fees.
- iii. The Pacifica School District shall not take any action directed at a student to collect unpaid school meal fees, but will attempt to collect unpaid school meal fees from a parent or guardian.
- iv. The parent or guardian will be notified within 10 days of the student's negative school meal balance. Before sending this notification to the parent or guardian, the Pacifica School District will attempt to directly certify the student for free or reduced-price meals. If direct certification is not available, the parent or guardian will be provided with a paper copy of, or an electronic link, to an application. The parent or guardian will also be contacted to encourage application submission.

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IV. SPECIAL DIETARY RESTRICTIONS

a. Special Dietary Restrictions

- i. California Law requires that if a school receives a written request from a Doctor for a lactose intolerant student, the school must provide lactose free milk for that student.

1. Juice is not a substitute for milk.

- ii. Parents of students that have food allergies or other medical dietary restrictions (peanut, gluten etc.) should complete the form Child Nutrition Programs CNP-925 for special meal accommodations. This form can be found on the Pacifica School District website at: <http://pacificasd.org/District/1133-Untitled.html> labeled '*Allergy Medical Statement*' or the California Department of Education website.

1. At lunchtime we have a "Nut Safe" table specifically designated for students with nut allergies.

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