

**St. Matthew Catholic School, San Antonio, Texas
2017-2018 Student- Parent Handbook**

CAFETERIA

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FOOD SERVICE AND NATIONAL SCHOOL LUNCH PROGRAM

Breakfast and lunch are offered in our school cafeteria. Students may bring their lunch from home or purchase a lunch at school. All students are expected to eat lunch. The cafeteria participates in the National School Lunch Program and is required to meet the federal regulations and standards established for this program. Applications are available for free or reduced price meals from the school office or from the Food Service Director. The information provided on the application will be used to determine eligibility for this program. The cafeteria manager may verify this information any time during the school year.

FOOD ALLERGIES

Documentation from a physician must be on file for students with food allergies. This information will be kept in the Nurse's office. The nurse will disperse this information to the appropriate campus personnel.

SHARING FOOD

Each student has a unique health and allergy history. **For the safety of each child, students are not permitted to bring lunch for other students, nor are they permitted to share lunch or snacks with other students.**

FAST FOOD LUNCHESES / ENERGY DRINKS

In the interest of the student's well-being, parents are requested to refrain from bringing fast food lunches to their children.

Highly caffeinated energy drinks are **not** permitted in the St. Matthew School cafeteria. **Students may not share food with each other in the cafeteria nor in the classroom during snack time.**

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PAPER, STYROFOAM AND PLASTIC WARE ONLY IN THE CAFETERIA. Glassware and glass containers/bottles are not permitted in school. Please send lunch foods and snacks in containers that will not shatter.

EATING LUNCH WITH YOUR CHILD IN THE CAFETERIA / PARENTS DELIVERING A LUNCH DURING THE SCHOOL DAY

Parents are invited to have lunch with their child in the cafeteria. All parents must sign in through the school office and obtain and wear a visitor's badge prior to entering the cafeteria. Parents are requested to refrain from bringing fast food lunches to their children.

Children will eat during their usual class lunchtime. Children will not be called out of the classroom to join a family member for lunch until the appointed lunchtime. Children are to return with their classmates at the end of their scheduled lunchtime.

YOU MAY ONLY BRING A LUNCH TO SCHOOL FOR YOUR OWN CHILD/ CHILDREN. There will be **NO** exceptions.

FOOD DELIVERIES

The school office will not accept food through delivery services for individuals or groups of students.

CAFETERIA BALANCES / RE-ENROLLMENT

The St. Matthew Cafeteria menus and individual student balances can be found on Ren Web. Students are encouraged to purchase a meal ticket to "speed-up" service and eliminate problems with lost or forgotten money.

St. Matthew's charge policy is that no account may exceed \$10.00 at any time. Please check your child's balance to insure there are adequate funds in your child's account. If an account reaches \$100.00, you will be notified prior to the child receiving a lunch tray.

Seconds are not served to anyone who has a negative balance.

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Accounts can be paid in advance. Parents are encouraged to call with inquires relating to the balance on an account. It is suggested that parents consider applying for free or reduced lunches if cafeteria costs become a budget problem.

RE-ENROLLMENT

Cafeteria balances must be up-to-date for re-enrollment to be finalized.