



Information on Monterey Middle School's 'Fun Lunch' Program

Welcome to all new families at Monterey (and welcome back to our existing families)! We wanted to take this opportunity to provide some information about the 'Fun Lunch' program we run at the school, providing both some context of the program and also key dates and details of how this works.

For returning families please note we have made a couple of enhancements this year:

- We have added a pasta lunch option (as well as retaining sushi, subway and chicken) as one of our 'select menu' choices;
- We will be offering a 'select menu' choice every week, in addition to pizza.

What is the Fun Lunch Program, and why do we run it?

1. The Fun Lunch program is a weekly lunch program, run entirely by PAC member volunteers, (with the endorsement of the school's leadership), whereby guardians can order a hot lunch item for their student each Wednesday
2. This Program is the PAC's primary source of fundraising;
3. We try to provide good value to families, with our menu costs reflecting cost savings we have negotiated with our suppliers (whilst also allowing us to fundraise for the PAC);
4. We try to support local suppliers, where possible;
5. We endeavor to provide a varied menu, inclusive of all dietary needs;
6. We try to offer a healthy option, whilst also keeping this fun for students.

1. Key Dates for This Term:

'Muncha Lunch' order system opens for families to place orders	25 September
Final Date for placing orders for first week (note: we recommend you place your lunch orders for all of Term 1 in advance, to avoid forgetting weeks)	4 October
Date of first Fun Foods' lunch service	7 October



How Does it Work?

1. Monterey uses an online lunch ordering system, called Muncha Lunch; access this system online (munchalunch.com), create a profile, and select your child's class by division or teacher name (please ensure you choose the correct cohort: i.e. do not choose division 6 because your student is in grade 6 etc.).
 - a. For returning families, you do not need to create a new profile/login, and your existing Monterey student will be in the system, but please update their class/teacher details. Also, if you have any additional students join (such as grade 6 joiners) please also add them.
2. Select your menu choices for each week (we recommend you order for all of Term 1 in advance) and place your order with payment. Note: orders must be completed by midnight on the Sunday before the Wednesday lunch (i.e. Sunday 4 Oct for lunch on Wednesday 7 Oct); once placed, orders can also be changed up until the Sunday evening before the upcoming Wednesday lunch.
3. On Fun Lunch Wednesday your student's food is automatically served to them in their classroom. Enjoy knowing they get to have some fun foods while supporting our school!

FAQs:

1. Can I change my order once placed?
 - A. Yes; up until midnight on the Sunday prior to the upcoming Fun Lunch Wednesday you can amend or cancel an order via the Muncha Lunch system.
2. My child did not receive their meal, what should they do?
 - A. As this is Middle school, we encourage students to advocate for themselves: if there is any issue with their food, such as not receiving it or receiving the wrong item, we ask that a student goes to the servery at lunchtime where our PAC volunteers are working all lunch period each Wednesday and they will be able to help.
3. My child is still hungry, what should they do?
 - A. We are used to these growing (pre) teens: sometimes your child may be extra hungry that day – please let them know they can always come to the servery and purchase additional pizza slices, milk etc.



FAQs cont.:

4. My child is sick that day so I want to pick up their lunch, can I?
 - A. If your child is absent but you wish to collect their Fun Lunch please contact the Monterey school office, and they will work with our PAC volunteers to arrange for your student's lunch to be placed in the office for your collection.

5. Uh oh, I forgot to order...!
 - A. We've all been there... Don't worry, we have you covered: each Wednesday the PAC volunteers have additional food available for purchase at the server area. So please just ensure your child has some cash, then they can come to the server during lunch period and purchase pizza, milk or the 'select menu' item that week (subject to availability).

6. I would like to order Fun Lunch for my child but cannot afford it:
 - A. As with all other activities at Monterey, no child is excluded due to financial need. If your family needs financial assistance to participate in Fun Lunches please reach out to Diana (dkool@sd61.ca), Accounts Clerk at Monterey and she will work with you family to provide support. Please also note, this information is kept confidential by school staff.

7. I ordered food for the term but now know my child will be absent on a date:
 - A. If it is still before midnight on the Sunday prior to the Fun Lunch Wednesday that your child will be absent then you can cancel your order via the Muncha Lunch system

8. I have general questions or feedback about the Fun Lunch program:
 - A. We appreciate hearing from families, and receiving any feedback or suggestions, and are happy to answer any questions regarding Fun Foods; please direct any of these to the PAC email: montereypacteam@gmail.com