



Meal Payment and Charge Policy

We encourage the parents/guardians to maintain their child's meal account throughout the school year. Students and adults are expected to pay cash daily or pay in advance for all food purchases. It is the responsibility of the family to keep their students lunch account up to date. Charging can be embarrassing to the students and should be avoided.

The Food & Nutrition Department is not required by state or federal law, or by board policy to provide a meal at no charge to students. Parents are responsible for all meals charged to their child's account. No, a la carte snacks, beverages, or second meals may be charged resulting in a negative balance.

Since it is sometimes difficult to reach people by phone and letters mailed to parents do not always provide timely notification regarding low balances, **effective February 19, 2018 MyPaymentsPlus will be your tool for managing your student's account and receiving notification of low balances.** After thirty (30) days of any negative balance, collection procedures may be initiated. **See "Meal Payment Options" below on how to set up a free account.**

The Rocky Hill School District recognizes that on occasion, students may forget to bring meal money to school. To ensure that students do not go hungry, but also to promote responsible student behavior and minimize the fiscal burden to the Food & Nutrition Department, and the District will enforce the following policies by grade level:

A. Free and Reduced-Price Lunch Students

I. Free Meal students will not be allowed to have a negative meal account balance. Free lunch status allows a child to receive one free breakfast and lunch every day. À la carte items are not part of the USDA program and are not allowed to be charged.

II. Reduced-Price Meal students will be allowed to have a negative account balance up to a maximum dollar equivalent of five (5) days of reduced priced meals or \$3.50. Reduced-priced breakfast is .30¢ and lunch is .40¢. À la carte items are not part of the USDA program and are not allowed to be charged.

B. All Other Students

I. ELEMENTARY & MIDDLE SCHOOLS (Grades PK-8): The Cashier will inform students when their lunch balance is low. Monthly the Food & Nutrition Manager will provide the Building Principal a list of students with negative meal balances. A Board of Education staff member will contact the parent to discuss the issue and encourage them to complete a free and reduced-price meal application.

If no response is received, after repeated attempts to collect funds, a final notice will be mailed notifying the parent stating that student's breakfast/lunch privileges will be stopped. The Food & Nutrition Manager and/or Principal will monitor the student at meal periods to make certain the student is receiving a breakfast/lunch provided by the parent/guardian. Some cases of repeated charges may be investigated by the school liaison/counselor or other authorized person to establish eligibility for free or reduced-price meals.

The school district recognizes that if a parent/guardian fails to provide for the nourishment of her/his child during the school day then this may be evidence of abuse or neglect, and that such failure may therefore constitute grounds for the Building Principal to file a report and notify the Child Protective Services.

II. HIGH SCHOOLS (Grades 9-12): High School students are expected to remain aware of their meal account balance using MyPaymentsPlus and to maintain a positive meal balance. Cashiers remind students daily when their account is low. Should a high school student forget to bring their meal money they will be allowed to charge up to one meal. Students with any negative balance will not be allowed to purchase à la carte items, including milk. If a student still forgets to bring money when needed, he or she must deal with the situation BEFORE going to the cashier with a full tray of food and no money. Students whose account that reach a negative amount, equal to one breakfast and one lunch meal, will not be allowed to purchase meals unless they deposit money in their account or pay for the meal with cash.

C. Adults will not be allowed to charge any meals or à la carte items.

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Meal Payment Options

The district uses an electronic computerized debit system and an automated prepayment system. Parents/guardians are encouraged to establish a no cost account where they can view their child's meal account balance and purchases, receive low balance notifications, as well as, make deposits to their child's school meal account. Prepaid meal accounts help the lunch lines go faster and give the students more time to eat and relax. It also gives you peace of mind of not having to worry about looking for lunch money every day or worry that it might get lost, stolen, or used for other things other than lunch. Loose cash is no longer accepted at the register in all Elementary Schools.

Payment options include:

1. You may set up a free Meal Payment Account at www.MypaymentsPlus.com . With this account you can view balances, set up low balance e-mail reminders, and monitor your child's meal purchasing decisions.
2. You may send in a check to be deposited into your child's meal account. Checks should be made out to Rocky Hill School Lunch. Please record your child's name on the memo line.
3. You may send cash in a sealed envelope. Your child's name, grade, and homeroom must be clearly written on the sealed envelope. Please note change will not be returned but will be applied to your students account.

Attention Parents!

You can now submit your Free and Reduced- Price Meal Applications online from any Internet-connected computer, tablet, or smartphone!

1. Go to our secure website: <https://frapps.horizonsolana.com/ROCH02>
2. Follow the onscreen instructions to enter your information
3. Receive a confirmation email after submitting
4. If you are applying with SNAP benefits (Supplemental Nutrition Assistance Program), you **must attach/mail in a copy of the letter you received from the Department of Social Services which verifies that you have SNAP benefits.** Please mail letter to Liza Anderson 761 Old Main Street Rocky Hill, Ct. 06067 or email at andersonl@rockyhillps.com

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