



CANTEEN PROCEDURES

CANTEEN RULES

1. Good manners to be used at all times
2. Children are to come only once at buying time
3. Children are to buy only for themselves and not share purchases
4. Canteen items have quantity limits
5. ***Food from home cannot be re- heated at school.***
6. ***Do not send "ring pull" fruit tins etc. Please open at home and place in suitable container.***
7. ***Please remember to include a spoon or fork.***

CREDIT

Credit is only available for children who have forgotten their Lunch as indicated below.

PRICE LISTS

Price Lists are issued to children each year. All prices rises are advised through the Parent Newsletter so please alter your lists when advised.

CANTEEN ORDERING PROCEDURES

LUNCH

1. Orders are to be written on a paper bag (suitable size) showing ***child's name, class, items required and amount included.*** Drinks may be included, however no chips etc.
2. If Infants need a drink for their morning break, it needs to be ordered through the class basket ~ **there is no serving at this time.**
3. Because of separate lunch times for Infants and Primary, ***please have separate monies for each family member.***
4. Money to be placed in bag and folded into 4 (NO STAPLES PLEASE). Any change is taped to front of bag. If not enough money is enclosed to cover the order, some items (eg drinks) may need to be excluded/changed and any change will be taped to the bag for children.
5. Orders are placed in class baskets on entering classrooms. When children forget their Lunch, come with a late order or have an accident with drinks etc, they are to come to the Canteen and an order will be made up from available supplies. An envelope will be sent home indicating the cost ***including the cost of a bag.*** Payment the next day ***in the envelope provided*** would be appreciated.
6. When children have gone home sick etc and have not advised the Canteen in time, refunds can only be given on non-perishable items.