

Wolcott Public School

Food Service Department

Charge Policy

Wolcott Public Schools has an emergency only charge policy for each level that applies at all schools: Elementary - 3 meal emergency charge, Middle & High School - 1 meal emergency charge.

Here are all of the notification steps we take so you and your child know when money is needed:

- 1. When your child has three prepaid lunches remaining in his/her account, the cashier will remind your child they will need money soon.**
- 2. The cashier will repeat step one each day.**
- 3. When the first meal is charged, the cashier will again remind student to bring in money.**
- 4. At the second meal charged (available only at elementary) at the Middle and High Schools manager is contacted by cashier and increases are granted on an individual basis, we will again remind your student to bring money.**
- 5. Letters will be sent home weekly for all unpaid balances, at all schools.**
- 6. If the parent or guardian continues to fail to provide the student with lunch money, district personnel (teacher, principal or superintendent) will be contacted to assist on behalf of the student.**
- 7. Students with any negative amounts are not allowed to purchase ala carte items; any cash the student brings in for ala carte will be put towards the negative balance.**

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