

ATTENTION: PARENTS IMPORTANT INFORMATION

MEAL BENEFITS

You must apply for free/reduced meals **every year** in order for your child(ren) to receive meal benefits. An exception would be if you received a direct certification letter from School Nutrition Services in August 2012. **You must apply for benefits every year regardless if your children were eligible for free/reduced meals last school year.**

APPLY NOW

Applications will be placed in the children's back to school packet this year. You can fill them out and return them to the school or you may mail them directly to the School Nutrition Office. The application has free postage on the back. You can just fold and mail, if you wish. Applications can be filled out anytime during the school year.

ACT NOW

Students who receive free/reduced meals in **Henrico County** last year (it must be Henrico County only, not another school district) will receive meal benefits the first ten days of school. After that time, if your child(ren) is(are) not approved by a new application for 2012-2013 year, **meal benefits will be stopped.** Federal guidelines allow us 10 business days to process a completed application.

MY LUNCH MONEY. COM

School Nutrition Services offers mylunchmoney.com to help you monitor your child's account. Once you sign up on www.mylunchmoney.com and your account is established, you will be able to check balances and add money to your child's account from your home computer. There is a charge for this service. Your child's information will always be secure and your personal and payment card information is protected by the most advanced Internet security. Students that are free or reduced may put money on their account to buy ala carte items.

STUDENT BALANCE

Any remaining meal account balances can be transferred to a younger sibling or family friend. All monies on your child's account at the end of the school year will transfer to the next year and/or to their new school (e.g. Elem. to Middle or Middle to High School).

EMERGENCY MEALS

School Nutrition Services allows students who do not receive free meals and forget their lunch or their money to buy a meal and charge up to \$5.00. Once a student has reached the maximum charge amount of \$5.00 no further charging will be allowed until the amount due is paid. Parents are strongly encouraged to repay this loaned money so it is always available. If not paid an emergency meal of a protein sandwich and milk will then be available on a limited basis.

RETURNED CHECK FEE

School Nutrition Services accepts checks for prepayment of meals. Make the check payable to your School's cafeteria. There is a \$50.00 return fee for checks with insufficient funds and further checks can not be written until all returned checks have been paid in full. SNS will reduce the balance of a student's meal account by the amount up to, but not exceeding the amount of the returned check. Any adjustment to a student's meal account occurring as a result of a returned check will be reinstated upon satisfying the outstanding obligation.

For questions, call School Nutrition Services Office at 226-5544