

Calvary Christian Academy

Elementary Hot Lunch Program



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Hot Lunch is a service available to all elementary students who have deposited money into a hot lunch account. It is essential that the hot lunch account maintain a **positive balance**. In the account balance becomes more than \$10.00 in the negative, the lunch account will go on hold and the student will need to pack a lunch. Students may only continue purchasing hot lunch if there is a positive balance in the account.

You have identified the person responsible for hot lunch billing information when you completed the *Emergency Student Contact Forms*. Weekly statements will be sent via email to this identified contact person. If the email address changes during the school year, please contact the Elementary Office. Also if applicable, please enable your e-mail account to allow emails from *kitchen@ccphilly.org*. Your weekly statements will include all purchases made for the week and provide a current balance. Please be sure to review these statements so you can keep your account funded.

Parents of younger students (**PK-2nd**) will choose the lunch items each day by submitting an order via an online ordering system that connects directly to your child's hot lunch account. You will receive a link for your family detail that directs you to this page. Orders must be submitted by 9:00am.

Important Payment Information:

Our hot lunch vendor (Cougar Café) will be utilizing electronic payment methods as the preferred method. We are hoping that these electronic payment methods will provide a convenient means to fund your child's account and maintain a positive balance. Payments will be made to the hot lunch account via a weekly email which will include a link to pay by eCheck (using your bank account information) or by debit/credit card. Both options will take place through a secure portal. There is no additional fee to pay by eCheck. There is a 2% fee to pay by debit or credit card to cover the cost the Cougar Cafe is charged by the bank for debit/credit transactions.

Any questions can be directed to the Cougar Cafe Manager, **Jim Gibbs: 215-969-2404 ext.263** or **kitchen@ccphilly.org**.

