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**Fall Term Hot Lunch/Concession Schedule**

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| **Date** |  |
| Oct 22 (Thu)  | Wok Box & Todai Sush |
| Nov 06 (Fri)  | OPA! |
| Nov 20 (Fri)  | Church's Chicken |
| Dec 04 (Fri)  | Taco Del Mar |
| Dec 18 (Fri)  | Pizza Hut |

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| Image result for hot lunch clipart |

We are very excited to bring back hot lunch to Brooke.

Many families have asked about hot lunch and we hope it is a huge success.

Hot lunch is a fundraiser for our school with large source of income to fund,

in-school field trips, new/upgraded technology, outdoor learning and much more.

We hope that families get double the joy at supporting the school while not having to make lunch every couple of weeks! Please note, safety protocols will be closely followed with the packing and delivering of lunches.

Orders must be received **6 days prior to a Hot Lunch** to allow for vendor processing times.

Late orders cannot be accepted.

Payment can be made by:

\*credit card online (7 days prior to the hot lunch date) or

\*cheque/cash at the office (7-8 days, prior to the hot lunch date)

**Orders where payment is not received 7 days prior to the cut off may be cancelled at the discretion of the school’s hot lunch admin. Please check your MunchaLunch reminder emails as the admin will remind you of outstanding payments.**

We understand that oversights can occur when ordering online. We therefore hesitate to cancel students food orders; however none payment can result in orders been cancelled.

The system will notify you when your order is placed. You will receive a separate email once your payment is processed. If you do not receive a payment email, then your payment has not been processed.

MunchaLunch will notify you the day before a hot lunch. If you do not receive this email then go into the system to see if your order has been cancelled. If this is the case, please pack your child a lunch or contact your school’s hot lunch admin.

**TO REGISTER:**

**Parents with existing accounts,** can simply log in to their account at [munchalunch.com/login](https://munchalunch.com/login)

Returning parents who login will see this message: “Welcome to the 2018-19 school year, please update your child’s grade/teacher/div BEFORE ordering”. Once you have selected your child’s/children’s new grade/teacher/division, the system will allow you to input your order.

**To register a brand new account**, go to the <https://munchalunch.com/schools/brooke/> and click the ‘Register Here’ button.

**Outstanding payments from the last** school year have been added to your account. If there is any discrepancy please contact the hot lunch administrator.

**Credits for the last school year** should show on your account. If not, please contact your hot lunch admin ASAP!

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| **Admin contact: cathy.russell.smith@gmail.com** |