

Welcome to the Latimer Road Elementary 2022-23 Hot Lunch Program

This year, hot lunch will be offered on the first and third Thursday of each month (with the exception of December, March, and June being only one day).

Ordering is now open for October

Thursday, October 6 (Panago)

Thursday, October 20 (Aka Sushi/Cobs)

Order/Payment Deadline - Tuesday, September 27 at 11:59 pm

NO LATE ORDERS OR PAYMENTS CAN BE ACCEPTED

RETURNING FAMILIES (including transfers from other schools who also use MunchaLunch)

- 1) Go to: <https://munchalunch.com/schools/latimerroad/> If you are a transfer, follow the prompt to update your child's school.
- 2) Log in to your existing account using the same email address and password as last year (forgot your password? There is a 'forgot password' link directly below the login button).
- 3) Update your children's grade and classroom for 2022-23.

NEW FAMILIES

- 1) Go to: <https://munchalunch.com/schools/latimerroad/>
- 2) Click the "Register Here" button. The system will guide you through. After adding your children, click the green "Order Lunch!" button to order
- 3) Next time, just click the "Login Here" button to access your account.



ORDERING & PAYMENT

You can pay for your orders securely online using Visa/Mastercard/Prepaid credit card/Visa Debit/Mastercard Debit. *Cash and cheque payments are not accepted. If finances are a barrier to your child participating, please speak in confidence to Ms Yip or Mr McCrae.*

Ordering and payment are a 2-step process:

First, select your food and submit the order. Then follow the prompts to the payment screen.

Orders that are not paid for by the deadline are automatically deleted and will not be filled.

You will receive a confirmation email with the subject line "MunchaLunch Order" after placing your order.

You will receive a second email with the subject line "Your MunchaLunch receipt" once payment is processed.

AUTOMATED REMINDER EMAILS

Munch sends an automated reminder the day before each hot lunch to all people who paid for their order. Please remind your child of what you ordered for them as we often have children who are very insistent they are to receive something different including options that weren't even offered!

If you do not receive a reminder email, your child will not be receiving lunch as you either (a) never ordered or (b) forgot to pay. Check your spam folder if you did not receive this reminder but think you should have.

Do not contact the office or your child's teacher to ask what you ordered/if you ordered. They cannot see your account! **You can log into your Munch account at any time to view your paid orders.**

ABSENCES ON HOT LUNCH DAYS

If your child is absent on a HOT LUNCH date, you are welcome to come and pick up their order if you notify us.

- Notify us via email at latimerlunch@gmail.com by **10:00 am** to let us know you are coming for it so we can update our distribution sheets. *Please do **NOT** message the teacher or the office to request this. Message us directly including your child's name and division so we can ensure it is ready for you.*
- Your child's order can be picked up from the table by the main office between **12:30-1:00 pm**. If not collected by 1:00 pm, it will be placed into the PAC fridge from where you can collect it yourself until 3 PM. Orders not picked up by 3:00 pm will be discarded due to needing to keep the fridge clear for other users.
- **If you do not contact us by 10 am to tell us you will pick up your order, we will consider it a donation** that, at the discretion of the admin, will be given to a child in need at the school.

We cannot redirect food of absent students to a sibling or friend's classroom.

FAQ about Hot Lunch

How do you choose the vendors?

Over the year, we choose a range of hot lunch vendors in order to provide a variety of menu options for parents/students to choose from. At our school we take into account religious dietary restrictions, food allergies including anaphylactic, lifestyle preferences, gluten intolerances from mild to severe, and vegetarian/vegan diets. Additionally, the wide range of likes the students have from extremely selective in their food choices and textures to adventurous.

We strive to be inclusive for all 577 students by offering a range over the year as it is impossible for any one vendor to offer items that fulfill all the above noted restrictions. We also need to select vendors who are reliable, will sort the food by division, label, and deliver!

I forgot to order and hot lunch is still 5 days away! Can you add my order?

Unfortunately, we cannot. We are bound by our vendor's deadlines which are up to 2 weeks before the lunch date. The restaurant must receive our final order in time to order in the required ingredients and to schedule staff to specifically fill our school's order. Once our order has been submitted and invoiced, there can be zero additions or cancellations.

Can you customize my child's entree? They don't like ketchup.

Vendors are typically looking at getting 500-800 items made, labeled, packed by division, and delivered to our school by 11:35 am. Therefore, they do not provide the option of customizing individual entrees (with the exception of Subway).

My child has an anaphylactic allergy

In the situation of anaphylactic allergies, please send us an email as soon as each ordering set opens and let us know the situation and the item you are considering ordering. We will work with you and the vendor to see if your child's allergy can be handled safely.

Why don't you offer Hot Lunch from this place?

If you have a suggestion, please send us an email! We are always looking for new vendors. However, there are many great restaurants out there who simply do not offer a school hot lunch program.

When we go into that restaurant, there are other options. Why don't you include those?

Restaurants offer specific menus for school hot lunches. They select the entrees and sides they know they can prepare and will pack well when they need to get 500+ items out the door at the same time.

2022-23 Hot Lunch Calendar					
	Ordering opens	Order/payment deadline	Lunch Date		
Set 1	Sept 14	Sept 27	October	6	Panago
			October	20	Aka Sushi & Cobs
Set 2	Oct 11	Oct 25	November	3	Fuel Catering Pasta Day
			November	17	Chopped Leaf & Cobs
Set 3	Nov 8	Nov 22	December	1	A&W
			January	5	TBA
			January	19	Subway
Set 4	Jan 10	Jan 24	February	2	TBA
			February	16	Umami & Cobs
Set 5	Feb 7	Feb 21	March	2	A&W
			April	6	Fuel Catering Favorites
			April	20	Freshii & Cobs
Set 6	April 11	April 25	May	4	TBA
			May	18	Subway
Set 7	May 9	May 23	June	1	Fuel Catering Hot Dog Day & TCBY

**Download the new Surrey school app
 and/or follow the Latimer Road Elementary
 Community FaceBook page
 for all upcoming notices concerning
 Hot Lunch ordering.**

If you need assistance with ordering or have any questions regarding hot lunch please contact latimerlunch@gmail.com

Thank you!
Colleen & Tanya