



"School Lunch to Go" Information

Dear Teacher:

To help make field trips easier for parents and staff, Chartwells has created "School Lunch to go", a program designed to provide take out school lunches for field trips and any other outings. The price of each lunch is the same as the regular hot lunch price. This allows families who receive Free/Reduced lunches to receive lunch at these rates and meet the guidelines set up by DPI.

The Following is an outline of how the program works:

1. 1-2 weeks prior to your field trip, send a copy of the attached form home to parents of all your students. Fill in your name, field trip location and the requested date to have form returned.
2. Bring the request forms to the foodservice staff in your school (1 week prior to event)
3. The foodservice staff will prepare and package a lunch for each student and faculty member requesting the service.
4. The cost of the lunch will be deducted from the family account through the child's pin number.

"School Lunch to Go" Order Form

Dear Parent/Guardian:

Teacher's Name _____

For your convenience, Chartwells has created "School Lunch to Go" for your child, when field trips are scheduled. Please fill in all the information below and return to your child's teacher by _____.

For our class' upcoming field trip to, _____, you may pre-order a "Lunch to Go" for your child. The cost of the lunch is the same as regular hot lunch and will be deducted from your family lunch account via your child's pin number. Students currently receiving Free/Reduced lunches will receive lunch at these rates.

Student's Name: _____

Student's Pin Number: _____

Date Needed: _____

"Lunch To Go" Choice"

Ham Sandwich: served with Animal Crackers, Applesauce Cup, Baby Carrots and
Choice of Milk: 1% or Chocolate Skim, Skim .
(Please Circle your Milk Choice)