Parents, Students & Staff,

Welcome to a new school year! We hope you had a safe and healthy Summer. Below you will find important information about the School Nutrition Program. **Please direct all questions and concerns to:**

Paula Field, School Nutrition Director
(603)964-2243 X219, email **pfield@sau21.org**

North Hampton School – Lunchroom Policies – 2022/2023 School Year

The lunch price is $3.25, breakfast price $1.80 and snack milk and additional milks are sold for $.50 (please note all lunches include milk) Adult and 2nd non reimbursable meals price is $4.25.

There are (3) lunch options available daily.

- **Main Lunch Option** – Listed on monthly menu & includes veggie bar and fruit assortment daily.
- **Yogurt Plate** – 4oz Yogurt w/ choice of additional protein, WG white bagel, fruit assortment & veggie bar.
- **Premade Salad** – (**grades 3-8**) Cheese & legume salads are offered daily. There is also a salad of the week listed on the menu. All premade salad choices are made fresh daily with a variety of leafy greens and come with a grain and additional veggie options along with a fruit assortment.
- **ALL MEALS INCLUDE MILK**

Please note all lunch choices **must** contain at least (3) components (milk, fruit, veggie, grain, protein) to qualify as a lunch and one **must** be a fruit or veggie. Our staff is here to assist students with making healthy choices. Incomplete meals will be priced ala cart which could be more expensive.

Grab and Go Breakfast – Children wanting breakfast should go directly to café upon arrival to school either from bus or parent drop-off area. Due to the time restraints, menu items will already be in bags and students just need to select a white, skim or 1% milk if they would like one**. Please note chocolate milk will not be offered for breakfast or snack milk.**

Free & Reduced meals- Applications for Free& Reduced meals can be downloaded from the school website. There are copies in the front office, or you can contact Paula Field in the school nutrition department. We are here to help! All information is confidential.

Allergies- Food & Nutrition staff works closely with Nurse Mara to ensure a safe meal and lunch environment for all our students with food allergies. A "Special Meal Prescription Form" must be completed by a physician or authorized medical professional for all students that require any type of modification or have food allergies or intolerances. A daily list of these students is prepared to insure awareness of their lunch choice so substitutions can be made if necessary. All students with allergies are served lunch on a disposable tray to insure their safety. We welcome you to come in to review food labels; please don't hesitate to contact us with any concerns. **(Over)**

Student Accounts – All students have been assigned pin # and a barcode roster is used at point of sale terminal. You can send cash, check or sign up for an online account at ezschoolpay.com. If you choose to send payments to school, please clearly mark who the funds belong to. Please remember these are debit accounts and a positive balance should be kept at all times. Please refer to "Charging Policies & Procedures" available online under the "Food &

Nutrition" section of the school website. As a courtesy your child will be able to charge lunch once their account has gone into negative status. Once established -$20.00 charging limit has been reached, an alternate lunch may provided until account is made current. **There will be no charging of snacks, milk or ala carte items**. We would much rather spend my time helping to prepare quality meals and activities with the children to promote better eating habits, than chasing overdue lunch accounts. You will receive payment reminders through email twice weekly to all accounts that go below a positive $5.00 to allow time to apply payments to accounts in a timely manner. If you do not have access to email please notify us and we will be sure a paper notice is sent home to you.

Snacks - (we will not offer snacks until October)There are some snacks for sale at lunch and can be purchased with lunch accounts or cash. **Lunch accounts may only be used for these extra purchases if parents/ guardians complete the snack purchase approval form, and the account has a positive balance**. Only one form needs to be completed for each family, just list the names of the children allowed to have the snack purchasing option and return completed form to school. Students **will not be allowed** to purchase snacks on their account without a completed form.

Water – In an effort to cut down on trash and help with the environment we will no longer offer bottled water for sale. There is a fountain in the café with filtered water and cups if necessary. Students are encouraged to bring a water bottle that can be refilled.

USDA Nondiscrimination Statement | Food and Nutrition Service
In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
   U.S. Department of Agriculture
   Office of the Assistant Secretary for Civil Rights
   1400 Independence Avenue, SW
   Washington, D.C. 20250-9410; or
2. **fax:**
   (833) 256-1665 or (202) 690-7442; or
3. **email:**
   Program.Intake@usda.gov

This institution is an equal opportunity provider.