

WEATHERSFIELD LOCAL SCHOOLS  
CHARGE GUIDELINES FOR THE CAFETERIA

It is the Parent/Guardian responsibility to see that their child has money in his/her account to purchase meals, have cash for that days meal or that they pack a lunch. The school district now has a POS (point of sale) system in each building that works as a “debit” account. This means that parents/guardians or students in each building may put money in their account in advance to purchase meals. If your child has a zero balance in his/her account and has no money to purchase a meal, then the following will be in effect:

1. Students will only be allowed to charge up to three meals at any given time.
2. After the third meal has been charged, the cashiers will remind the student daily and a letter will be sent home by the Cafeteria Supervisor.
3. If a student charges three (3) meals the following will result.
  - An alternate reimbursable meal will be provided and charged to the student
  - Daily verbal reminders to students from cashiers
  - A written reminder sent home with the student from Cafeteria Supervisor
  - A telephone call from the Cafeteria Supervisor
  - Letter mailed home
  - Phone call or meeting with the building Principal

There will be no charging of A LA CARTE items in any building. Students may only charge their breakfast and/or lunch meals.

There will be no change given back to students who have a balance due on their account. Any balances will automatically rollover to the following year.

**\*\*WE ASK THAT THERE BE NO CHARGING THE LAST TWO WEEKS OF SCHOOL AND THAT ALL NEGATIVE BALANCES BE PAID BY THE END OF THE YEAR.**

These procedures will be posted on the district website and provided to both students and parents via the new school year Free and Reduced meal application forms.

This institution is an equal opportunity provider.

