

Lunch Order Instructions for Parents

Start in your Family Portal

Click: Student

Click: Lunch

When next screen appears and you have more than one student click on

Student Name (repeat for each one of your students)

Click: Create Web Order

Click: Student Name

Click: Lunch Items for Monday, Tuesday, etc...

Order Lunch Items

Click: **CONFIRM & PAY--Lunch orders are paid for 'when ordered'. If you order for a day, week, or month - you will be charged at the time of 'ordering'.**

You can use a credit card or your bank account.

You will receive a Confirmation!

If you do not--your order was not received.

****NO ORDERS MAY BE PLACED or ACCEPTED AFTER 7:30 A.M.****