

FLES POLICY MEMO



STUDENT LUNCH DROP OFF

Flippen Family,

In the past few years, we have experienced a dramatic increase in the volume of lunches and/or food items dropped off for students to consume during their assigned lunch period. On the surface, this may not seem to be a significant issue. However, it has in fact become a substantial one for several reasons. First, the sheer volume of lunches has resulted in a management issue for space and storage of lunches. Second, another management issue relates to ensuring students receive their lunches on time. In the past, we called classrooms to let students know a lunch was in the office. This practice has become a disruption to classroom instruction, student learning, and the required responsibilities happening in the office daily. Simply put, there are too many instructional and school management activities occurring during the school day to prioritize the lunch distribution process.

With that said, effective for the 2018-2019 school year the following procedures will be in place regarding dropping off lunches for students:

- ✓ Parents bringing lunches must do so at the student's assigned lunch time
- ✓ Parents must sign in at the front office with a picture ID
- ✓ Parents must wear the approved visitors pass
- ✓ Parents are required to go to the cafeteria and give the lunch to their student
 - It is suggested that parents sign in a few minutes prior to their student's lunch period so they may meet the student coming into the cafeteria. If late, your student will be required to charge lunch.

Some additional reminders regarding lunches and/or food in general include the following:

- Parents may eat lunch with their own student on the stage.
- Parents may only bring lunch and/or other food items for their OWN student. This is due to serious concerns of food allergies, medical situations, legal access to students, and other similar concerns.
- In light of the above, and due to the volume of students in our classes, bringing cupcakes, cookies, any food items, etc. for other students is prohibited. To re-state, parents may only bring food for their own student. **NO FOOD ITEMS shared** with other students. We do have ice cream for sale daily in the cafeteria as an alternative option. **Ice cream for the class must be purchased through the teacher.**

While our policy is not to inhibit the occasional "treat" of dropping off a commercial lunch for your child, it is our hope to make this process more streamlined and effective. It is also intended to provide for safety and privacy of all students at FLES. If you have questions or concerns regarding this policy, please do not hesitate to contact our front office at 770-954-3522.