

## **Canteen Information and How to Place a Lunch Order**

All orders will need to be brought to school the day before canteen day and placed in the class carry bag. Each class room has its own carry bag. So orders for canteen day on Wednesday will have to be brought to school on Tuesday and for Friday they need to be in on Thursday. This enables us to ensure we have enough supplies and helpers to deliver the lunch orders on time, every time.

If your child has a lunch order and is away sick on the Wednesday or Friday please call the school in the morning and ask to be transferred to canteen. We can take your order out and place it in for the following canteen day or when it suites you best. The school office number is 9386 1286.

If your child is away the day before canteen day, that is Tuesday and Thursday but attend school on the Wednesday or Friday they can drop their order off at the canteen the morning of Wednesday and Friday before 9.00am.

If there is a public holiday the day before Canteen day orders are to be brought to school on the Wednesday or Friday and placed in the class carry bag and the monitors will bring the orders to the canteen. For example Anzac day in 2017 falls on a Tuesday therefore your order is to be brought to school on the Wednesday.

Please do not leave lunch order at the office. All orders are to be place in the class carry bag. I am at the canteen every Tuesday and Thursday morning in which you can drop it off. If I am not there the baskets will be after the class monitors drop them off, usually around 9.15am. Please place the order in the respective basket.

**Ice creams and hot chocolates can only be purchased over the counter during lunch time.  
Tomato sauce is \$0.50 cents each.**

Menu prices are subject to change at any time. If there are any changes to the price a new menu will be sent home and updated on the school website and a notice put on compass.

### **How to order:**

- 1.** Write your child's name and grade (for example 1/2Y) on the envelope.
- 2.** Write your order and total cost on the envelope. Place correct money in envelope and seal.
- 3.** Bring your order to class **THE DAY PRIOR TO CANTEEN DAY** and place in the carry bag.

If you have any queries please come see me at the canteen on Wednesday or Friday as I am more than happy to assist you with any questions.

Thank you for supporting the Canteen.

Rita ☺