RENAISSANCE ACADEMY
LUNCH ORDERING GUIDE

If your student will be eating school lunch, whether occasionally or regularly, please complete the Lunch Order Form by midnight on Thursday before the week your student needs lunch. We rely on your cooperation to plan accurately.

School lunch is available for full-day students only. Our lunch service schedule does not align with half-day kindergarten attendance times.

How to Order

The Lunch Order Form link is always available on the school's main page at renacademy.org under "Lunch Order Form."

Or go to:
https://forms.gle/71fDQQPZC9Y4ckCR9

Lunch orders must be submitted separately for each student. The form may be completed one week at a time or for the entire month.

From Monday through Thursday, please choose one option for each day your student is eating school lunch:

- Hot Lunch
- PB&J Sandwich
- Turkey & Cheese Sandwich

Please choose only one lunch option per day. If more than one choice is submitted for the same day, Hot Lunch will be served. You may skip any days when school lunch is not needed.

A copy of your responses will be emailed to you to help keep track of your orders.

Ordering When a Week Crosses into a New Month

We use the same form link and update it monthly. When a new month begins midweek, those first few days are included in the previous month's sign-up. Please order those days before the form is updated, as they will no longer appear afterward. The next month's sign-up will begin with the next full week.

Sandwich Orders

If you order a PB&J or turkey & cheese sandwich for your student Monday through Thursday, please remind them to clearly tell the serving staff their first and last name at the serving line. Most students choose the Hot Lunch, which is served by default, so the serving staff rely on students to let them know if they have a sandwich option for the day. The serving staff work

from a printed roster organized by grade and do not have access to student photos or ID numbers at the serving line. Those are only available later when students check out with the cashiers after going through the salad bar. Saying their first and last name helps ensure they receive exactly the meal that was ordered.

Ordering Deadlines and Meal Availability

Due to labor constraints, food availability, and our delivery schedule, we prepare the lunch participation report every Friday morning to place orders for the following week. Our food delivery arrives on Mondays and covers the entire week's menu.

Ordering ahead helps us prepare enough of each meal option for our students. We do our best to serve the meal selected, but occasionally a substitution may be needed.

Because food must be ordered in advance, timely lunch sign-ups are essential to help us plan accurately. When students aren't signed up in advance, it increases the chance of running short and affects those who did submit their orders. Late or missing orders may result in a meal other than the option requested, based on what is available that day.

Menus are subject to change based on food availability.

On the rare occasion that the Hot Lunch runs out, PB&J or turkey & cheese sandwiches, which are available every day, will be offered as the replacement entrée. Because middle school students are the last lunch group, this most often affects that group.

Friday Sack Lunches

On Fridays, we offer sack lunches from 12:15 to 12:40 p.m. Students may choose either a PB&J or turkey & cheese sandwich.

Friday sack lunches must be eaten in the cafeteria before your student is released to go home. They are not offered as to-go meals. If you are picking up students, please aim to arrive 10–15 minutes after 12:15 p.m. to allow time for lunch.

Student IDs

We would appreciate it if parents could help their students memorize their Student ID. This helps the process at the cashier and student line move more quickly.

Additional Information

For meal prices, breakfast information, financial assistance, special diet requests, and other program details, please review the School Nutrition Program Guide.

For help checking balances, making payments, or applying for free and reduced-price meals through Aspire, please see Managing Your Student's Lunch Account.

These documents and the School Meal Payment Policy are available on our Nutrition Program page:
https://renacademy.org/nutrition-program

If you have questions or concerns, feel free to contact me.

Stella Aires
School Nutrition Director
saires@renacademy.org
(801) 768-4202 ext. 5112