

## 2022/2023 Lunch Program Application

**The JR Reid Lunch Program is a non profit**, parent funded program ran by **volunteers** offering lunch hour supervision for JR Reid students in grades 1 to 6 under the direction of the principal at our school.

The monthly fees paid by each family comprise the entire program budget. The program is intended for a child or children, who's parents work during their lunch hour or where distance does not allow them to eat lunch at home. If your child requires more individualized supervision, this program is not for them.

A paid lunch room assistant supervises the children. We offer a safe place for your child to have their lunch with supervision.

**Only registered children** may participate in the Lunch Program. The program runs during the school year, Monday to Friday from 11:45am to 12:45pm. **This is a FULL TIME program ONLY.**

To participate in the lunch program, each student must have a **COMPLETED PAPER REGISTRATION** form submitted for **EACH CHILD with PAYMENT made by the 1<sup>st</sup> of the month** (with the exception of September which has a deadline of September 18<sup>th</sup>).

**Fees:** \$35 per child, per month.(This include January and December)

\$350 for the school year/per child

Contact for alternative payment schedule or options at jrreidlunchprogram@gmail.com

1. You will be charged the NSF rate of \$15 if the cheque is returned.

**Parents with outstanding fees will receive verbal and/or written communication from the Lunch Program Volunteer.**

2. Once a cheque has been returned NSF for the second time, your child(ren) will no longer be able to attend the lunch program.

3. Refunds are not given for missed days for any reason

4. Submission in the middle of the month requires a full month payment for the month entered

**If payment is not received within 1 week of notification the child(ren) will no longer be able to attend the lunch program until payment is received. Multiple infraction may result in required full payment for the year/removal from the lunch program.**

E-transfer to: jrreidlunchprogram@gmail.com

Cheques are payable to JR Reid Lunch Program and deposited in the Yellow Parent Council box.

Please DO NOT SEND CASH with your child to the school. We REQUIRE one paper registration filled out per child as these documents will be filed in separate binders according to classes.

1. You will be charged the NSF rate of \$15 if the cheque is returned. Parents with outstanding fees will receive verbal and/or written communication from the Lunch Program Coordinator. If payment is not received within 1 week of notification, the child(ren) will no longer be able to attend the lunch program.
2. Once a cheque has been returned NSF for the second time, your child(ren) will no longer be able to attend the lunch program.
3. Refunds are not given for missed days for any reason.

### **Student Expectations:**

1. Students will eat lunch between 11:45 and 12:10 in assigned eating area.
2. Students will wipe off their eating area and stack their chair if required.
3. Students will have 5 minutes to get dressed in appropriate outdoor clothing and outdoor footwear. Keep in mind that during the winter, students will be outside for 30 minutes in temperatures as cold as -26C. It is important that they HAVE AND WEAR warm jackets, mitts, toques, snow pants and boots during the winter months. If they come out undressed they will be sent in to put on outerwear.
4. Students will have 30 minutes to socialize with their peers, burn off energy in the school yard and get some fresh air until classes resume at 12:45pm.
5. If a student requires assistance during the lunch break, there will be several supervisors on duty wearing brightly coloured vests in the schoolyard to help.

### **Student Conduct:**

1. Students are expected to follow school conduct policies during the lunch hour. No running, pushing, yelling, hitting, kicking, slapping, popping of plastic or paper bags, or throwing objects inside the school during the lunch hour.
2. Students will refrain from throwing snowballs, rocks, ice chunks or other objects that are not outdoor play equipment.

3. JR Raiders take pride in their school yard. All garbage is to be disposed of in the garbage receptacles provided.
4. All school building, equipment, structures, benches, tables and any other school property in the school yard are to be used in a manner that will not cause intentional damage to it or deface it in anyway. Students will be held accountable for damage caused to school property during the lunch hour.
5. Students are to avoid playing in mud and puddles. They are also expected to walk around, NOT THROUGH swampy mucky areas the best they can. They will remove muddy and wet footwear upon entry into the school. JR Reid students take pride in keeping the inside of their school clean.
6. In the winter, students are to stay off the sheets of ice that will form in the schoolyard occasionally, as to avoid injuring themselves.
7. In the winter, the schoolyard does have snow hills from snow clearing efforts. Students are NOT allowed to jump off, do flips, or push others off the snow hill.
8. Students are to stay within the schoolyard fence parameters at ALL TIMES. They are NOT to leave the fenced areas for the retrieval of balls or frisbees. If something is kicked or thrown over the fence then a supervisor is to be notified and a plan on retrieving it will be determined by that supervisor. Please note repeated outages will result in loss of item.
9. Early years and middle years students are expected to stay on their assigned areas in the schoolyard which are similar to the outdoor recess guidelines.
10. Inappropriate language is unacceptable.
11. Violence or threats of violence will NOT be tolerated.
12. Students are expected to treat other students and Supervisors with respect and courtesy. If a student is asked to refrain from a certain behaviour or activity they are expected to listen and be respectful.
13. Absolutely NO cell phones or headphones/ear buds are allowed in the schoolyard during lunch hour. These items must be locked in their lockers over the lunch hour. If you must contact your child during the lunch hour please call the school directly and we will connect you with your child immediately.  
Students who do not adhere to the Student Expectations and Student Conduct outlined above, will be handled as follows:

- 1. Verbal warning and review of Expectations and Conduct with the student**
- 2. Letter home describing behaviour to be signed by parent and returned before returning to Lunch Program**
- 3. Phone call home with possible removal from lunch program.**

**Lunches:**

**Children are to bring their own lunch, including FORKS OR SPOONS, plate, condiments, etc as needed for their lunch.**

No lunch warm-ups

All Lunch Supervisors have the authority to discipline the children in a suitable manner using guidelines set out within the existing school discipline policy. Serious situations will be brought to the attention of the principal and dealt with under school policy.

If you have any questions or concerns please email us at:  
**[jrreidlunchprogram@gmail.com](mailto:jrreidlunchprogram@gmail.com)**

**\*\*PLEASE RETURN TO LUNCH PROGRAM\*\***

**Fill out a registration form for each child**

**THIS PROGRAM IS RAN BY VOLUNTEERS AND DISRESPECTFUL BEHAVIOUR/ LANGUAGE WILL NOT BE TOLERATED**

**I HAVE READ AND UNDERSTAND THE EXPECTATION OF THE APPLICATION**

**SIGNATURE: \_\_\_\_\_**

**DATE: \_\_\_\_\_**

**I HAVE REVIEWED THE EXPECTATION OR CONDUCT WITH THE STUDENT**

**SIGNATURE: \_\_\_\_\_**

**DATE: \_\_\_\_\_**

**JR REID LUNCH PROGRAM**

**Child's Name: \_\_\_\_\_**

**Child's Grade & Home Room Teacher: \_\_\_\_\_**

**Allergies or Special Instructions: \_\_\_\_\_**

**Parents/Guardians FIRST and LAST name: \_\_\_\_\_**

**Mailing Address: \_\_\_\_\_**

**Parents phone number: \_\_\_\_\_**

**Email address: \_\_\_\_\_**

**ALTERNATE emergency contact NAME and NUMBER: \_\_\_\_\_**

**Sibling FIRST and LAST names and grades: \_\_\_\_\_**

