**Child Nutrition Charge Policy 2023-2024**

ACA’s Official Charge Policy:

It is our goal as ACA child nutrition staff to provide food for any student regardless of their ability to pay. As possible, using meal supplies on hand, a reimbursable meal would be put together by the cafeteria staff and delivered in the usual fashion (without indications of the student’s ability to pay) to the student who needed it. If provision of a reimbursable meal was not possible, students would be given portions of the extra vegetables, fruits, or other items to provide them something to eat. Café managers would provide alternate meals to the same student up to 3 times per semester at their discretion as determined by need.

The child nutrition system is set up to send a low credit and a charge warning alert email to parents three days before the low credit limit is reached and at least five days before students would have need to access an alternate meal provision. The amount of the allowable charge is the cost for two meals for all students, which would cover either breakfast and lunch or two lunch meals if the student did not customarily eat breakfast. This allows parents time to replenish funds on the student’s account or make other arrangements if necessary. Although the CN system is sending out alert emails, the cafeteria managers will also send out note reminders that they provide to students when the student’s account runs low on funds. No money is received at the POS terminal point and therefore notices provided to students do not in any way reveal if they are benefitting from reduced or free meals. Also, all students have the opportunity to purchase ala carte and other items. Students who receive free meal benefits are never refused a reimbursable meal, although if their account runs low on funds they may be refused ala carte or other extra items as is the case with any student.

This charge policy is available on the school website under the section devoted to cafeteria/school nutrition. It is also distributed with school meal application packets.

Approved by the ACA Board of Directors, September 21, 2017