

The lunch program is a PAC fundraiser which goes to enrich every child's experience at Sir James Douglas. This year, we are offering (menu subject to change):

Pizza from Fresh Slice

Sandwiches from Subway

Smoothies from TBA

Sushi/Teriyaki from Riz Sushi

How to Order:

You **do not** need to set up another account if you have created one in the past. However, you **will need to change your child's teacher** and **homeroom** number to ensure the food is delivered correctly.

Order Online at:

Main school at <https://munchalunch.com/schools/DouglasMain>

Annex at <https://munchalunch.com/schools/DouglasAnnex/>

1. Please note that a **separate account is required if you already have a Munch a Lunch account elsewhere** (i.e. Annex or Main or another school with Munch a Lunch). This can be accomplished by emailing support@munchalunch.com and provide:

- your e-mail address associated with your account
- which school(s) you want to be associated with your e-mail address. You can have multiple schools registered with one e-mail address but note that you'll be given one unique login id for each school.

2. Click **"Register"** and create your account.

3. Click **“Students”** and add your child’s information. Please double check your teacher and division number to avoid confusion when lunches are being handed out.
4. Click green **“Order Lunch”** and order from the menus! If the “Order Lunch” button is **red** you have missed the cutoff for ordering.
5. **Cut-off for ordering** is the Sunday evening before the hot lunch date. ex: Sunday, Sept. 29 is the cut-off date for Oct. 4. It is a best practice to order lunches in groupings or set reminders in your phone/computer to avoid missing the cutoff date.
6. **Payment is due upon ordering**, either credit card through “Munch A Lunch” website or via cheque/cash left at the front office. Cheque/cash payments please include child’s name, teacher’s name and div #. *Paper order forms are available at the front office if needed and can be emailed if you contact the hot lunch coordinator.*

Financial Consideration: the PAC will provide for families with limited needs. Please contact [Daniel Belanger](#) (Main) or [Sarah McAlister](#) (Annex) for more information. This information is kept private.

Volunteers: Please email Andrea hot lunch co-ordinator for the Main school at jdmainhotlunch@gmail.com and Yuko for the Annex at jdannexhotlunch@gmail.com for more information and to sign up.

FAQS:

My child didn't receive the lunch I ordered and paid for? What gives?

Despite our volunteers best efforts, mistakes do happen. If your child was missed, please discuss with your child what to do next time this happens. We ask all volunteers to make sure to ask if everyone has a lunch before leaving the table so often it's simply a matter of the child raising their hand. We often can fix the mistake immediately if we are told there is a problem.

I missed the order deadline! What should I do!?!

Unfortunately there's not much we can do. We have to get our orders into the suppliers and they have given us a set order date. If you've missed out this week, you can still go online to place your orders for future lunches.

My child is sick! May I pick up his/her lunch from school?

Absolutely! Please contact the hot lunch coordinator before 10am and we will have the lunch available for pick up at the kitchen between 11:45-12:00. Lunches can also be given to a sibling or friend if notified in time. Sorry no refunds for missed lunches.

How do I become a hot lunch volunteer?

You can either sign up to volunteer on the "Munch A Lunch" website or email the hot lunch coordinator for your school directly. **Main** Andrea jdmainthotlunch@gmail.com and **Annex** Yuko jdannexhotlunch@gmail.com.

