



## Charge Policy and Procedure Information

### Charge Policy:

“It is the Guilford County Schools’ belief that students learn better when they are well fed. Hunger can lead to nervousness, irritability, disinterest in the learning situation and a shortened attention span. Therefore, no elementary or middle school student will be deprived a meal because the student did not have his/her meal money. A student’s parent(s) or guardian(s) will be responsible for repaying School Nutrition Services (SNS) for all charged meals. Further, Federal policy (FNS Instruction 791-1) prohibits the withholding of meals and milk from a child as a form of discipline/punishment. There will be no charging of meals or a la carte sales for high school students or adults.”

### Charge Meal Procedure:

The amount that may be charged for school meals will be limited to \$17.50. Letters will be sent home to parents and guardians when a balance is due. Payment is due within five days of notification. When charges reach \$17.50, students will be served an alternative “complimentary” meal until the balance is paid. A call will be placed to the parent or guardian to inform them of the amount and calls will continue until the charges are paid. After a student receives five alternative breakfasts or lunches, the school nutrition manager will advise the principal. The school counselor, social worker or ESL teacher will make contact with the parent or guardian. Charges incurred by the children of GCS employees will be collected through payroll deduction if not paid. At the end of each day, the school nutrition manager will generate a report of the charges and determine which students have reached the limit and are to receive alternative meals. The report will be provided to teachers. If a student who should receive an alternative meal is served a regular breakfast or lunch, the cost of the meal will be added to the student’s outstanding charged meal balance.

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