



## BEVERLY PUBLIC SCHOOLS

**Food Services**  
100 Sohier Rd  
Beverly, MA 01915  
978-921-6132 x11129

Greetings from your school nutrition source! Please save this letter as a reference for your child(ren)'s school meal program. Our schools use a prepayment system in all cafeterias. Students make purchases with a personal pin number (see below) at the register. Pin numbers are confidential and do NOT change year to year.

### **What is the POS System?**

POS (point of sale) system is a computerized register. This system has many wonderful and useful features such as monitoring what your student is eating. Your student will have a prepaid account that reduces the need for your child to carry cash or even better, you having to come up with the cash everyday!

### **How Does the POS System Work?**

Each student has their own account with their own PIN number. You make deposits in to your student's account. As the student uses their account to make purchases for items, the amount is deducted from the account. So if a student has \$25 in their account and they purchase an item for a \$1.00, \$1.00 will be deducted, leaving a balance of \$24.00. The system keeps a running balance so you will always be able to check your account balance.

### **How Do I Deposit Money to My Student's Account?**

To make a deposit you may do one of the following:

- Visit [www.sendmoneytoschool.com](http://www.sendmoneytoschool.com)
- Send a check to the Food Service Office, 100 Sohier Rd, Beverly, MA 01915
- Visit our Food Service Office at BHS
- Send a check to your child's school cafeteria.

Please make sure all checks are made out to Beverly Public Schools Food Service, include your child's name in the memo section.

### **Does My Child Have to Use Their PIN?**

We encourage all students to use their PIN Number; this will link your child's transaction to their account. In addition this will help shorten the length of time students spend in the severing lines allowing for more time to eat and enjoy time with friends.

### **Student Accounts**

A food service account is created for every student, this allows them to receive meals and purchase items. In order to see your child's account balance, account history and make a deposit online you will need to create an account on [SendMoneyToSchool.com](http://SendMoneyToSchool.com)