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**PENN-DELCO SCHOOL DISTRICT**  
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**FOOD SERVICES- MEAL CHARGE PROCEDURE**

In accordance with Department of Agriculture regulations, the Penn-Delco School District is required to record and enforce a lunch charge procedure to be used in the event that a student does not have the necessary cash or money on account to purchase lunch.

**Elementary/ Middle School Students**

Elementary students are allowed to “charge” up to four (4) full meals. After the fourth meal, students will be given a cold sandwich and milk. Any balance owed to the district is expected to be paid in full by the last day of the school year \*

Middle School students are allowed to “charge” up to three (3) full meals. After the third meal, students will be given a cold sandwich and milk. Any balance owed to the district is expected to be paid in full by the last day of the school year \*

Parents/guardians will be notified after the second “charged” meal and again after the first cold substitute meal. The notice after the first substitute meal will inform parents that their child’s account has a negative balance, and they are expected to provide a lunch/meal for their child until their debt is paid.

**High School Students**

High School Students with a negative balance of \$7.00 or more will be offered a cold sandwich with water. Any balance owed to the district is expected to be paid in full by the last day of the school year \*

Charging of a la cart items will not be permitted for any reason.

\*Please note: If a student has a negative lunch account balance and subsequently becomes eligible for a free or reduced-price meal, they will be served a free or reduced lunch from the daily menu. However, the balance due in their account before their eligibility will still need to be paid in full.

