

School cafeteria information

➤ Children with dietary restrictions

Dear parents, since there has been an increase in the number of children with food intolerances and dietary restrictions, we would like to offer the opportunity to bring your own food for your child to school. We ask you to bring the food in a closed container to the school cafeteria no later than 7:55 am. The food will be heated and served to your child during the lunch break. For more information, contact the school cafeteria manager.

We would like to ask the parents of such students to bring the **doctor's note** confirming the condition. The parents are also required to submit a **Declaration of Honour** that the food containers are hygienically clean and the food was prepared in accordance with the hygienic standards. We cannot accept the food without the two above mentioned documents.

Thank you for your understanding.

➤ Payment

The payment for school lunch has to be made in advance by the end of the month. If you want to pay for February, you must make a payment by the end of January.

If you use INTERNET BANKING, make sure you use the **correct variable symbol**. If you fail to use the correct variable symbol, we cannot match your payment.

The students of elementary school (PYP 1-5 and MYP 1-3) will pay a deposit of 30,- € until September -20th, 2020 to the school cafeteria bank account. If your child is not at school and you forget to cancel their lunch, your child is not entitled to a free lunch and the sum for lunch will be subtracted from the deposit.

The students of elementary school (PYP 1-5 and MYP 1-3) must buy an electronic chip for school lunch. You can buy it on the following days in the school cafeteria office:

August 25, 2020 – August 27, 2020	from 10:30 am until 2:30 pm
August 28, 2020	from 10:30 am until 1:00 pm
September 2, 2020	from 8:00 am until 4:30 pm

The students of MYP 4 and MYP 5, I. A/B class will use their **ISIC cards** instead of an electronic chip.

➤ Cancelling the school cafeteria meals

You can cancel your meals in the following ways:

1. **by phone** - If your child is ill and cannot attend school that day, please, telephone **+421262312902** by **8:00 a.m.**. After 8:00 cancellation is no longer possible. You can leave the message on the answer phone any time.
2. **by using a school lunch kiosk** – you can cancel your meals one day or several days in advance when the kiosk is on.

3. *in writing* - write the child's name, date(s) and class and put the message into the post box at the front door of the school cafeteria.

4. *via internet* – after you activate your lunch account at www.strava.cz you can cancel your lunch one day or several days in advance.

Cancelling by mistake

If you cancel your lunch by mistake, you can get the meal only **after 2 p.m.**

➤ **Checks / Emails**

Emails informing you about the sum to be paid for school lunch will regularly be sent to your email account approximately one week before the end of the month. If you cancel the lunch before the emails are sent, your account will already be credited and the sum for the following month will be lower. If you cancel the lunch after the emails are sent, your account will be credited the month later.

➤ **Sickness**

If your child is ill and cannot attend school that day you must cancel the meal. The lunch **cannot** be taken home in a lunch box.

➤ **Meal options**

Usually, there are 2 meal options. The second option is available only if there are over 40 orders. If there are fewer than 40 orders, only one meal option served.

➤ **September 2 & June 30 (The first and the last school day)**

We do not cook and serve lunch on the first and the last school day.

➤ **The school leavers**

The students in their final year are supposed to give the bank account number where the unused credit will be sent. This must be done no later than 3 months after you leave school.

➤ **How to contact the school canteen manager**

Please, contact the manager on +421262312902. If the answer phone is on, leave your phone number and we will contact you as soon as we can.