



# St. Anthony of Padua Catholic School

501 E. 2<sup>nd</sup> Street Casa Grande, Arizona 85122  
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Policy: Unpaid Meal Charges  
Adopted School Year 2017-2018

When the month is over parents/ guardians will be notified via FACTS Management money collection program that is also used for collecting tuition how much is owed for meals for that month.

Parents/ guardians are encouraged to pay it through FACTS Management. If that is not possible, check or cash will be accepted in the school office.

All bills owed for meals for the previous month must be paid by the 15<sup>th</sup> of each month. For example- August meals need to be paid by September 15<sup>th</sup>. On the 15<sup>th</sup> of the month, parents will be notified via email, phone call or letter that they still owe money and must provide a lunch for their child from home-not from our Federal Hot Lunch program.

If a child signs up for a hot lunch at school but the parent/ guardian still owes money the parent/ guardian will be notified by phone or email that morning asking them to bring a lunch for their child. If the lunch is not brought before lunch time the child will be allowed a hot lunch from the Federal Hot Lunch program. The parent will be contacted again and a payment plan will be set up.

If meals are not paid up by the end of the school year, the balance owed will be carried over to the new school year.

“ This Institution Is An Equal Employment Opportunity Provider. ”

**Mission Statement:** St. Anthony of Padua Catholic School Family is committed to fostering strong faith, academic excellence and selfless service.