

Food Service Department

Dear Parents & Guardians,

Welcome back to school. As many of you know Concord-Carlisle HS and Concord Public Schools adopted a Point of Sale payment system for all school meals purchased in the district's cafeterias last September. I would like to take the time to introduce this system to all newcomers and familiarize you with the services that will be provided.

Each student has their own lunchroom account which is accessed by using their school assigned student ID number. Students will need to enter their ID number into the PIN pads located at each register to purchase their food. Please note that if a student forgets their ID number we can access it through a search at the register, this will slow the process so we encourage students to be familiar with their account number.

To ensure that your student is able to move through the lunch line without delay a positive balance must be maintained at all times. This can be accomplished by either mailing a check made out to the Food Service Department, 120 Meriam Road, Concord, MA 01742 OR by logging on to **Mynutrikids.com** and using a credit card.

To insure proper credit when paying by check please make sure your students name or ID number is included on the memo line. If your student is new or entering kindergarten put the name of the school they will be attending in the memo. Please note that if your student is new or entering kindergarten, you will not have online access until the middle of September. **If you have more than one student in the school system, you will need to send separate checks, one for any student(s) in the high school and one for any student(s) in the elementary or middle school. This system allows students to purchase lunch only if they have money in their account. Please note, we cannot allow any negative balance to incur.**

Another user friendly feature of the online system is, if you have more than one child in the school system you may make all online payments from the same online account using each child's account number. Any positive balance remaining at the end of the school year will be rolled over into the next school year. Please note that grades K-8 are Concord Public and grades 9-12 are Concord Carlisle Regional HS. If you have students in both systems you will have to register at each system separately.

If your student has qualified for free or reduced price lunches or breakfasts, this information is securely contained within the system and the meal will be processed just as it is for all other students.

If you have any further questions, please call the Food Service department at 978-341-2490 x8165.