



**Wayland Public Schools  
Food Service Department  
Wayland High School  
264 Old Connecticut Path  
Wayland, MA 01778  
Phone # 508-358-7904  
Fax # 508-358-9299  
Cheryl Judd, Director**

TO: Parents/Guardians  
FROM: Cheryl A. Judd  
Food Service Director  
RE: Nutrikids computerized payment system for Food Services

Wayland Public Schools has a computerized Point of Sale payment system for all school meals purchased in the district's cafeterias. Every student is assigned their own personal meal account number, which is the same number as their school identification number. Students can access their accounts using the PIN pads located at every register. We are assuming that all students will learn their ID number, but if they forget, we can access it through every register. It is recommended that all students learn their PIN, as this will make the lunch lines move faster. Kindergarten and First Grade students use scan cards at the current time as a means of introduction to the system.

We encourage parents to deposit money into the student's account. Money paid into a student account can be used for lunch and a la carte purchases. Students who owe money will NOT be allowed to charge or purchase with cash a la carte items. **Please notify the Food Service Department at 508-358-7904 if you would prefer to restrict a la carte spending to lunch purchases only on your child's account.**

When sending in money by check or cash, please include the student's ID number on the check or envelope so it is deposited into the correct account. Checks should be made payable to Wayland Food Service Department and sent to: Wayland High School, Food Service Department, 264 Old Connecticut Path, Wayland, MA 01778.

**THIS SYSTEM IS INTENDED TO BE A PREPAY SYSTEM. NEGATIVE BALANCES SHOULD NOT OCCUR. PLEASE REGISTER ON [WWW.MYSCHOOLBUCKS.COM](http://WWW.MYSCHOOLBUCKS.COM) TO SET UP A LOW-BALANCE EMAIL NOTIFICATION.**

If your student has qualified for **free or reduced** price lunches, this information is securely contained within the system, and the meal will be processed just as it is for all other students. There is no need to be concerned for a potentially uncomfortable situation for the student. Only one free or reduced price meal per day is allowed.

Second lunches will be charged at the full price. Also, when only milk is purchased, it is charged at the full price.

If you are concerned about a food allergy that your student has, please notify the cafeteria with this information. A warning will appear on the cashier's screen for a quick review of the items on the student's meal tray.

## **FEATURES OF THE COMPUTERIZED SYSTEM**

### **Benefits for Parents and Students**

- When the account is prepaid you can be sure that your student is only using that money for nutritious lunches served in our cafeteria that meet the guidelines for the National School Lunch Program.
- Lunch is defined as a choice of entrée, milk choice, and up to four side dishes available to all students. **Every student must take either ½ cup of vegetable or ½ cup of fruit with their lunch.**
- Prepaid accounts for all students allow parents to deposit money in their student's account, without concerns about giving their student the exact change every morning.
- For those students receiving free or reduced meals, their meals will be rung up as all the other meals are. No one will know whether they are receiving a free or reduced meal or debiting their account, except for the cashier.
- Lunch lines move faster when meals are prepaid, thus providing students extra time to enjoy their lunch period.
- Parents can pay any amount at any time. Students can prepay on the line with cash, or parents can send in checks (with the student ID# on it), and students can give this to the cashier right in the lunch line. You are only charged for the lunches that are debited to your student's PIN. All student ID numbers are confidential.
- Pin pads are located at every terminal; they provide ease of use and allow for quick transactions.
- Prepayment allows for better security rather than cash.
- Once the transaction has been completed, your student will know his/her account balance.
- Students may use any register. When a lunch is recorded at one register, it will automatically be recorded on the other registers.
- When student accounts get low, students will be informed at the register of their balance.

### **PREPAYMENT OPTIONS**

- Pre-pay into students' food accounts using MySchoolbucks.com.
- You can send in prepayment monies at any time. We recommend that parents send in checks rather than cash. All monies should be submitted only to cafeteria personnel.
- Regular lunches cost \$3.50 (Elementary), \$3.75, (Middle), \$.4.00 (High). Reduced lunches cost \$.40 each.
- Checks are to be made payable to **Wayland Public Schools FSD**, and sent to **Wayland High School, Food Service Department, 264 Old Connecticut Path, Wayland, MA 01778**.
- When sending a prepayment, please include the student's ID# on the face of the check. If you send in cash please indicate on the face of the envelope, the student's ID#.

Please call the Food Service office at 508-358-7904 if you have any questions.