

Birchland Elementary PAC Hot Lunch & Treat Day Program

September to June

Hot Lunch orders will only be accepted online using [MunchaLunch.com](https://munchalunch.com)

We prefer that you pay for your orders by credit card, Debit Credit or e-transfer birchlandpactreasurer@gmail.com. We will also accept cheques payable to "Birchland PAC" dated no later than the ordering closing date posted. Please arrange with the office prior to dropping off a cheque.

HOW TO REGISTER: (once students are assigned to classes)

- 1) Go to the school's login page: <https://munchalunch.com/schools/Birchland/>
- 2) Click the "**Register Here**" button. The system will guide you through creating an account
- 3) After adding your child, click the green "Order Lunch!" button to order
- 4) Next time, just click the "**Login Here**" button to access your account.



ORDERING DETAILS:

- Online ordering will be done every 3 months, starting mid to late September, and includes both Hot Lunch and Treat days. Parents will be notified of ordering opening and closing dates via e-mail and Facebook. No late orders will be accepted.
- If you need assistance with ordering, please contact The Hot Lunch Coordinator at birchlandparentadvisorycouncil@gmail.com
- Please note if your child is absent on a lunch/treat day email PAC [Birchlandparentadvisorycouncil@gmail.com](mailto:birchlandparentadvisorycouncil@gmail.com) to notify us before 12:00pm if you will be picking up your student's order, if it should be sent home with a sibling or if it should be passed on to another student. You can pick up Hot lunch/treat items from the front entry between 12:00 -12:15pm if arrangements are made with PAC. The school office is not responsible for the hot lunch program and this notification is separate from the regular student absence reporting.

Consistent with previous years, there are NO REFUNDS as this is a PAC fundraiser. We appreciate your support for our hot lunch program as the funds go towards general fundraising within the school.

Our thanks to the Birchland parent community for supporting this important fundraiser and to our wonderful Volunteers who help make this program a success!