

Online Hot Lunch Order Program

Dear Parents,

Riverview Park Elementary is pleased to announce our new "online Hot Lunch order program" for future ordering. We are opening our hot lunch program for orders as of Thursday, September 19th. We will be using an online-based method of ordering from now on. At RVP the HL team offers nutritious hot lunch to the students and staff throughout the school year. We are working on providing delicious and affordable lunches for our parents. Here at RVP the HL committee is always looking for new ideas to keep our options fresh and exciting for the kids and we are in the midst of sourcing out some yummy menu options, which are coming soon!

No paper forms will be sent home with students, however you may pick up paper order forms at the office if you wish to use this method to order. We strongly encourage parents to use the online system, which saves time and money.

Directions for registering online to order will follow below.

- ✓ **You can register your child online any time** by visiting www.rvp.hotlunches.net
- ✓ Select "Click Here to Register"
- ✓ Enter the **school access code which is RVPHL**, fill out remaining info
- ✓ "Preferred User ID": please use **FIRST** and **LAST name** and a user ID that you choose and correctly enter the classroom of each of your child/ children, as this is how we know where to deliver your child's lunch.
- ✓ **Volunteer** – We are always looking for volunteers to make hot lunch a success! Volunteer time is 11:45am until 12:15pm. Please be sure to "check" the online volunteer box if you are able to assist (the program will automatically tell us which class division(s) you represent!). Reminder you **MUST** have your criminal record check and volunteer forms handed in to the RVP office. Your help is much appreciated. ☺
- ✓ Please pay by cash or cheque, (chq's are made out to RVP PAC), which can be sent with child to classroom or dropped off at the office in an envelope marked with your child's name(s) and division(s).

OCTOBER ORDERS:

Our first set menu for upcoming hot lunch days is now online for Friday October 4th and Friday October 18th, 2013. You will be able to place your child's October order online as of **Thursday, September 19, 2013**.

Orders will close and paper orders **MUST BE RECEIVED BY THE OFFICE** by **Monday, September 30th, 2013**. **No late orders are accepted, and no refunds are granted**. Any over payment will be used as a credit for your child's next hot lunch order.

For any assistance, please contact the hot lunch team rvp@hotlunches.net. Thank you for supporting our hot lunch program for this school year! We appreciate your patience and we are looking forward to using a great online system!

Sincerely,

RVP Hot Lunch Team...*Kim Cameron, Karen Illman, Jeannie Walasek and Farzana Wingelman*