



# LAKE COUNTRY CHRISTIAN SCHOOL 2023-2024 School Lunch Program

## Hot Lunch Program – place orders weekly or multiple weeks at a time

Although Lake Country does not have the kitchen facilities to cook and prepare meals on site, we do partner with area restaurants who deliver menu items to us. Choose from dozens of entrees and sides, which vary in portion, size and price, so you can assemble lunches fitting your student's appetite and your budget. The LCCS menu includes: Panda Express, Panera Bread, Firehouse Subs, Spring Creek BBQ, Chick-fil-A, Whataburger, Taste of Italy, Dominos, & Orange Leaf Frozen Yogurt.

Lunch ordering will be done through the FACTS Family Portal and will be paid from your pre-paid account.

**Lunches can be ordered a month at a time. Ordering for a specific week must be completed by **12:00 noon** the previous Friday. For example: Lunches for the week of August 21- Aug 25 must be completed by 12:00 noon Friday August 18. Lunch ordering begins Friday, August 11.**

Log into the FACTS Family Portal with District Code **lccs-tx** and follow the steps below to order on a PC.

1. Click **Student**, then **Lunch**.  
The **Lunch** calendar for the current ordering period displays.
2. Click **Create Web Order** to create a lunch order for the student.  
The **Lunch Ordering** window for that ordering period displays, listing each student in the family. You will need to scroll down to see all students in your family if applicable.
3. Locate the item(s) you want to order for that Student and type quantity of items desired in the **Quantity** column.  
The **Total** column displays the cost. There is a Sub Total for each Student and Day at the bottom of each day.
4. Repeat for all dates and all students. The **Grand Total** is listed at the bottom.
5. Click **Order Items** button at bottom of page. "Lunch Orders Created" message will appear.  
For a helpful link on online ordering [here is some information to help you:](#)

## LCCS CANCELLATION POLICY

If you need to cancel a lunch after you have ordered it, email Judy Bishop at [jbishop@lccs.org](mailto:jbishop@lccs.org) by **11:00 am at least one day prior to delivery date of lunch**. Include name of student, grade, date of lunch, and what lunch item(s) are to be cancelled. You will not be charged for these items.

## A La Carte Program – Begins August 17

The A La Carte Program makes chips, milk, bottled water, snacks, & ice creams available to students in **7-12 grade**. Cafeteria operates as a cash-less system. A La Carte items must be purchased through your FACTS account. Students must have money in their FACTS account to purchase snacks/drinks.

Money left in their FACTS account will be available for the next school year.

A La Carte pricing will range from \$.25-\$2.00 with most items being \$1. Some larger options will be \$1.50+. LCCS offers a variety of lunch items that may be purchased for students without a lunch. If no money is in the account, you will be charged by the business office. These items include: Lunchables (\$5.00), & Mac and Cheese (\$2.00). These items are available on a first come first serve basis and may not always be available. **Lunchables are intended as a replacement lunch when a student has forgotten their lunch for that day and not a daily purchase for the student.**

## Payment Procedures

To pay for lunches you will need to log in to FACTS Family Portal

### • To add \$\$ to your account via FACTS Family Portal from a computer.

1. Log on to FACTS Family Portal
2. Click on Financials tab
3. You will see Prepay Accounts tab. Click on the Add Funds button.
4. Continue the payment process via Credit Card, Debit Card or ACH

### • To add \$\$ on LCCS App

1. Click on Financials
2. You will see Cafeteria 2023-2024 Term
3. Click the add funds button.
4. Continue the payment process via credit card, debit card or ACH.

## Lunch Drop Off

Grades 7-12

- Lunch drop offs or deliveries for grades 7-12 must be dropped off by the cafeteria entrance only. Lockers are set up there for this purpose.
- Write the name of the student on the dry-erase area of the locker you choose to put his/her lunch in. Students will retrieve their own lunches. **Please use the provided dry-erase markers only for this purpose.**
- No food for grades 7-12 should be delivered to any other location - NOT the main entrance - NOT the HS doors.

Grades Pre-K-6

- Parents may drop off lunches for students in grades **Pre-K - 6** by the main school entrance.
- Door Dash and other food delivery services are not allowed for students in grades Pre-K-6.

## Additional Information

**Please put your child's name on lunch boxes or reusable beverage containers so they can be returned to them if left behind. All items left at end of each semester will be disposed of or donated to charity.**