

St. Athanasius School

PSO HOT LUNCH ORDERING

As we get ready for another exciting school year, it is also time to get the Hot Lunch Program up and running. The St. A's Hot Lunch Program is a fundraiser for the PSO and a service the PSO provides to the families and staff of St. A's.

As we have for the past couple of years, we will be using the Hotlunches software program for lunch ordering. The PSO intends to use this software for more than just hot lunch, so we encourage all families to create an account now to make ordering easier and faster during the school year. The online ordering system requires a small amount of setup time at the beginning as you must register each child prior to ordering hot lunch. Once the initial setup process is complete, your hot lunch orders for the remainder of the year should be quick and simple.

To create a new parent account:

- Go to **saintas.hotlunches.net**
- Click on "Click Here to Register"
- Enter Access Code **STASHL**
- Complete the registration form. (Including your email address will ensure you receive reminder emails about ordering deadlines, and your order for the upcoming week)
- ****Note**** Because homeroom assignments have not yet been finalized, please select your child's grade number under the Room list.
- Click the "**Register Now**" button at the bottom
- Follow the instructions to add each child in your family who attends St. A's.
- Once your child(ren) are registered, click on "Orders". Proceed to order hot lunch for your child(ren).

PayPal

We only accept hot lunch order payments through PayPal. You can either pay with a credit card as a PayPal guest (Visa, MasterCard or Amex), or set up your own PayPal account. Should you experience any issues with your PayPal account, please contact PayPal directly to solve the issue.

Order Changes

Our vendors require us to place our orders 3-4 days prior to the day that lunch is being served. Once we place orders, we are unable to make changes or provide credits/refunds. If your child is quarantined, please contact us with the dates your child will not be at school, and you will receive a credit to your Hotlunches account for all lunches that can be cancelled.

Sincerely,
Ernie Singh, Monica Robertson and Claire Labbé
St. Athanasius PSO Hot Lunch Committee
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