

RIVERSIDE ACADEMY  
CAFETERIA LUNCH POLICY  
2025 – 2026

**RIVERSIDE ACADEMY REQUIRES ALL STUDENTS TO PRE-PAY FOR THEIR MEALS.**

All students are required to use QSP, which is a system for pre-paying for your child's lunch and/or snacks. Each student has a separate account and student number. Parent/Guardian's are responsible for the meal payments. Notices of low or negative balances will be sent to the parent/guardian at regular intervals during the school year by TEXT. The primary phone number on the account will be used.

**MONEY FOR LUNCH ACCOUNTS** There are 3 ways you can pay for your child's lunch account.

1. Students can drop their deposits into the locked box located on the information table by the front office. PLEASE HAVE STUDENTS' NAME ON THE ENVELOPE OR CHECK.
2. By calling the front office with a credit or debit card.
3. By paying online; using [www.payschoolscentral.com](http://www.payschoolscentral.com)

Money paid at school or called in must be in by 8:00am to be credited for that day. The online system will be synced 5 minutes before each lunch period.

**NEGATIVE BALANCES** *When a student's balance reaches "0", NO a la carte items will be sold to the student. He/she will only be offered a Hot Lunch and milk/water. If a student's negative balance isn't paid in full after 3 days, the student must bring his/her lunch from home. The administration will become involved if any account has a deficient balance on a consistent basis.*

There will be NO charging lunch during the last month of school. All negative balances must be paid in full.

**FOOD ALLERGIES** Please note any food allergies on the enrollment form. All allergies must be accompanied by a Doctor's Note.

**ELEMENTARY ONLY**

YES    NO    My child is allowed to purchase more than one snack.

YES    NO    My child is allowed to purchase breakfast.

**CONTACT INFORMATION** If you would like information on your child's lunch account, please contact Lee Dupepe, Cafeteria Supervisor at 985 536 4246 ext. 219 or email [ldupepe@riversideacademy.com](mailto:ldupepe@riversideacademy.com).

**LUNCH MINDER ENROLLMENT FORM**

**STUDENT NAME** \_\_\_\_\_

**STUDENT ID#** \_\_\_\_\_ **GRADE** \_\_\_\_\_

**PARENT'S SIGNATURE** \_\_\_\_\_

**RESTRICTIONS/ALLERGIES/DAILY \$ LIMIT** \_\_\_\_\_