



Medford Township Public Schools

128 Route 70, Suite 1, Medford, New Jersey 08055
(609) 654-6416 Fax (609) 654-7436

September 2007

Dear Parent(s)/Guardian(s):

We are pleased to welcome your child to the Memorial School for the 2007-08 school year. Hopefully, your child will be participating in the Memorial lunch program through our very successful computerized lunch payment system.

Although your child may continue to pay for their lunch on a daily basis, we do recommend the use of our prepayment system that allows the student to use a PIN number to charge against their prepaid account. Our system allows you to prepay by check or cash and designate how the money may be spent. You may designate, "school lunch", "a la carte", or a combination of both. This allows you greater control over how your money may be spent.

Please send payment via cash or check to purchase prepaid meals or to add funds to your child's account per the prices below. Checks should be made payable to: **Medford Township Board of Education Cafeteria.** Please write your child's name and/or PIN number on the check. Payments will be accepted for amounts of \$10.00 or more. Provide the necessary information in the spaces below to designate permissible purchases and return this letter with the proper remittance to:

**Memorial School
55 Mill Street
Medford, NJ 08055**

If you have any questions regarding the prepayment system, please contact Mrs. Charlene Zimmerman, Food Service Director, at 609-654-6416, ext. 8326.

Sincerely,

Bryan C. McGair
Asst. Superintendent for Finance &
Support Services

Student's Name: _____

PIN # (If Known): _____

- 1. Prepaid School Lunch Payment: \$ _____ Type of Payment: Cash _____ Check _____
- 2. Prepaid A La Carte Payment: \$ _____
- 3. Prepaid Combination 1 & 2: \$ _____

<u>Meal Type</u>	<u>Price</u>
Lunch	\$1.95
Extra Milk	.50
Lunch – Upgrade	\$2.20

c/meal plan 2007-08

DISMISSAL INFORMATION

RE: Dismissal Procedures for End of the School Day

The safety of your child is of our utmost concern at Memorial Middle School. In order to fulfill our responsibility at the end of the school day, we must insist that the following dismissal protocols be followed:

Students ASSIGNED to ride a bus

- Students must ride his or her assigned bus home, **unless**:
 - (1) You or someone you have designated picks up your child from school with written permission. The note will be collected by the supervising teacher of dismissal at the end of the school day. Students will be picked in the "pick-up loop" near the cafeteria/field hockey field. **Parents making emergency or unexpected pick up must report to the Main Office to sign out their child(ren).**
 - (2) If you wish to allow your child to walk or bike (the law requires a helmet) home on select day(s), written permission must be on file in the Memorial Main Office. Students should present their notes to the supervising teacher of dismissal at the end of the school day.
 - (3) If you wish your child(ren) to walk/or be picked up on a daily basis instead of riding his/her assigned bus for the entire school year, you may complete the permission slip provided below.

Walkers (Students NOT assigned to ride a bus)

- Students not assigned to a regular bus automatically have permission to walk home from school. An additional note from home is not required.

Additionally, please know that the Memorial Administration or Office Staff cannot give permission for children to ride any bus other than the one the Transportation Center has assigned. If there is an emergency or a planned trip requiring that your child have an extended stay at another home in the district, permission can be given by the Supervisors at the Transportation Center (Ms. Drayton or Ms. Minervini: 609-953-5841). Once that permission is obtained, your child must have a note for the school indicating the day(s) they will be taking a different bus.

Please understand if your child leaves the school grounds in any manner other than the assigned one or one you have given your written permission for, he or she will be subject to disciplinary consequences. These rules are meant to safeguard your child(ren). We know how much they mean to you.

My child, _____ may:

Please check all that apply:

_____ walk/ride bike (with helmet protection) from school at any time.

_____ ride home with _____ at any time.

Parent/Guardian Signature: _____ Date: _____

Please return to the Main Office.