



Galatians 5:1 "Stand fast therefore in the liberty by which Christ has made us free, and do not be entangled again with a yoke of bondage."

2025 - 2026

ACS SECONDARY LUNCH PROGRAM POLICIES & PROCEDURES

Dear ACS Families,

We have made some updates to the hot lunch program at ACS this year that will allow for greater variety and allow us to meet food preparation protocols that meet the sanitation standards that have been set. All lunch ordering and payment will take place through your **FACTS Family Portal**. Our kitchen director has created a program with three different restaurants' catering departments to plan a hot lunch menu with more options for our South campus. Lunch will be delivered to campus and available to each student at lunchtime.

We are excited to announce this year's lineup of restaurants that you will be able to order from:

Monday - Chick-Fil-A

Tuesday - Backyard Burger

Wednesday - Huey Magoo's

Thursday - Pasta Day!

Friday - Huey Magoo's

ALL ORDERS FOR THE ENTIRE WEEK WILL NEED TO BE PLACED ONE WEEK IN ADVANCE AND NO LATER THAN FRIDAY BEFORE 1:00 PM FOR THE FOLLOWING WEEK.

It is important that the restaurants and our kitchen director have time to communicate and prepare so the order deadline is not negotiable. You will not be able to order after this time. If your child is ill or will not be on campus at lunchtime on the day you ordered, it is your responsibility to plan for that food to be picked up by the end of that same day; otherwise, it will be thrown out. We cannot store the food. The procedure to order hot lunch will start in your **FACTS Family Portal** and will go as follows:

1. Start on your student's home page
2. Select Lunch
3. Select create web order
4. Select the day/quantity that you want
5. Select submit order/pay
6. Confirm and pay
7. Select your payment method (best to use ACH)
8. Scroll all the way down and select the **GREEN** button to pay
9. You **WILL** get a confirmation once you fully complete the process
10. Once you have completed your order, you will then be able to see on the menu what you ordered and paid for in **BLUE**. If it is **not BLUE** on the bottom of the lunch calendar, you did not fully complete the process. If the item/items are **RED**, then payment was not made. Please go back and check for errors and make payment to complete the order.

ALL STUDENTS will be eating lunch in the cafeteria, and microwaves will be available. Each family will need to have a pre-paid account for the cafeteria. You will need to keep a minimum of \$20 in each student account in case your student forgets their lunch or wants to buy a snack or drink. When your account reaches a \$10 balance, you will be notified. The balance will need to be paid in full before a student can purchase from the cafeteria. When your child forgets their lunch, they will have the choice of a Peanut Butter & Jelly Uncrustable or a Hot Dog, bottled water, and 1 bag of chips. Your cafeteria account will be deducted, or your FACTS account will be billed. Your student will need to be responsible for their own account. WE encourage them not to purchase food for other students. If you do not want your student to purchase food from the cafeteria, you must email Mrs. Fuerst at dfuerst@altamontechristian.org, Thank you!