



the
Lunch
Lady



We are pleased to offer your School an **ONLINE ORDERING** experience. Thanks for thinking

about all those trees and going paperless!

Dear Parents of **Bessborough School**

The Lunch Lady will be starting service at your school effective Tuesday September 10th. Our lunch service is available each week on Tuesday, Wednesday and Thursday.

The Lunch Lady is an all-Canadian success story which began in 1993 with one MOM and one lunch order for one school. Today the Lunch Lady Family delivers thousands of lunches every day to children in schools across Canada.

Every lunch:

- meets or exceeds current provincial nutritional standards
- is prepared daily with care in an inspected, school safe commercial kitchen
- can be modified for students with allergies or special food needs
- includes any applicable taxes and often a contribution to your school
- gives busy parents a welcome break!

You can learn more about us by visiting our website at www.thelunchlady.ca

Once you have set up an account on our system, you will receive order confirmations, menus, updates and reminders from us by email.

If you have any questions, allergy concerns or need assistance to place your order, please feel free to call me on my mobile at 647-294-9301 or email khadija@thelunchlady.ca

Sincerely,

Khadija Somji

647-294-9301

khadija@thelunchlady.ca

To get started you will need a **PASSWORD**

Go to www.thelunchlady.ca >ORDER NOW and click through to the login screen.

Select "REGISTER NOW!" and fill in the required Account Holder Information and Submit. You will receive a Welcome email indicating your set up was successful

Go to "My Students" and select "Add a Student" function

Set up accounts for your child[ren]

You are now ready to go to "Schedule My Meals" and order. Pay by Mastercard or Visa via a secure 3rd party partner. No credit card information is stored on our site.

Order as little or as often as you like each time. You will receive a transaction report each time you are on our site outlining any activity.

There are cut off times [**2** school days' notice is required] so try to get your order in a few days in advance. If you find the order window closed [grayed out] just call and I will be happy to help you.

A few tips

- If you know what you wish to order, "Type and Tab" your way through the order grid – no need to scroll thru the drop downs each time
- If you have more than one child, Enter and Save after each child and pay once at the end
- To avoid the 10 minute TIME OUT and lose your order, SAVE every now and then if necessary.
- Revisit the site anytime to review your order, your order history or make changes by selecting new codes or delete lunches by clicking on the red - [minus] icon beside the lunch date.
- If your child has allergies, please call me to arrange a modified meal.
- If your child is absent, contact your kitchen prior **8 AM BY PHONE** to have the lunch credited to your account [sorry no refunds- credits only]

