

How to Pre-Order Your Student's Lunch

There have been so many changes this year in order to ensure the safety of your students, as mentioned this year you will need to preorder your student's lunch via Parents Web. We ask that all orders be placed no later than the day prior. This year each day of the week has a different genre: Monday's - Far East; Tuesday's - South of the Border; Wednesday - All American; Thursday's - Mediterranean; Friday's - Cook's Choice.

Just as a reminder all lunches (entree', salad, sandwich & chips) are \$5.00 and come with bottled water. Alternate drinks may be purchased with an extra charge. You will be directed to your FACTS account where you may pay by choosing one of the payment methods you have set up in FACTS (I.e. your debit/credit card or checking account).

Peninsula Catholic does not provide refunds for lunches. All purchases are final. If you are ordering lunch and do not make a payment through FACTS Financial System, your student's lunch is unrecorded and they will not receive a lunch. If a student misses a meal due to an absence , no refund or credit will be given. There are a limited number of extra lunches for students who forget their lunch. In this case, parents will be billed for that lunch. Vending machines are also available.

Steps to Pre-Order student's Lunch


Log in to [FACTS Family Online](#)

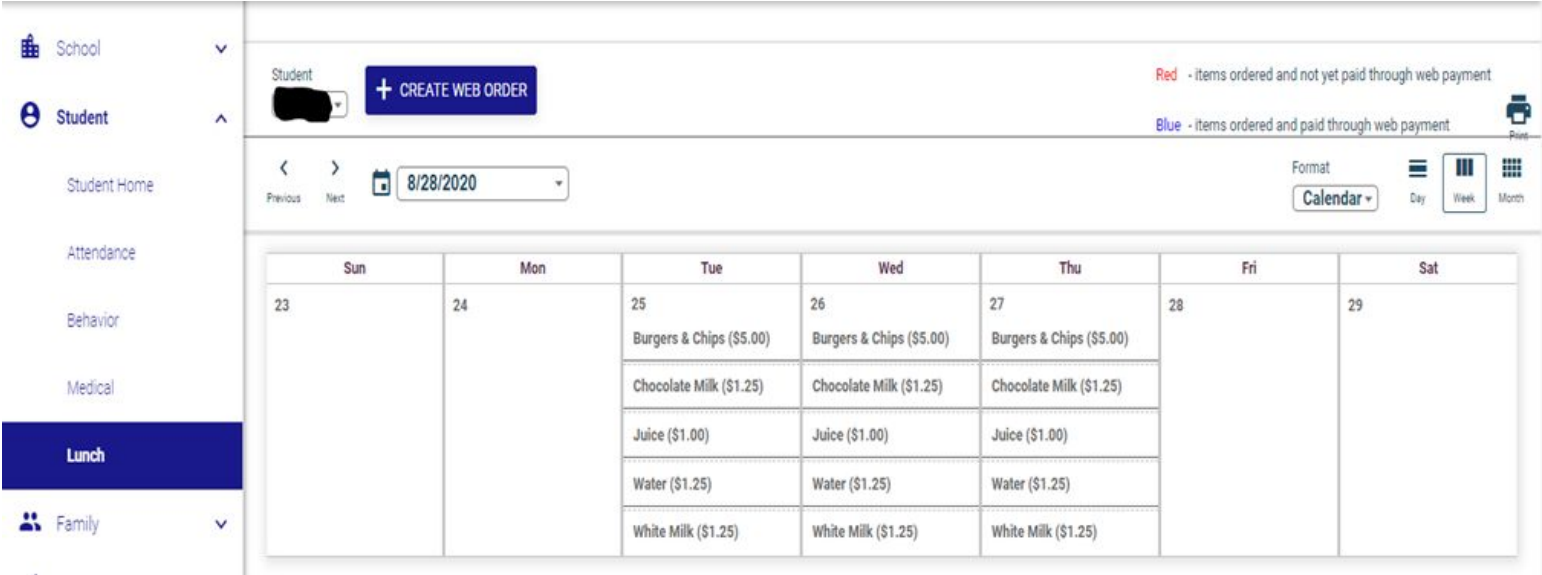
- Once logged in locate the Student on the left side of the screen and click on the arrow to open up more choices. Click on "*Lunch*"

- School
- Student
 - Student Home
 - Attendance
 - Behavior
 - Medical
 - Lunch

 Click on Lunch

- Once you click on *Lunch* your screen should appear like the screen below. On this page, you will be able to review the menu. You can choose which view you would like on the right hand side (day, week, or month). Click on the [“Create Web Order”](#) when you are ready to order.

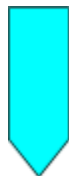
Blue link




The screenshot shows the Family Portal interface with the 'Lunch' menu selected. At the top, there is a 'Student' dropdown and a blue '+ CREATE WEB ORDER' button. Below this is a calendar navigation bar showing the date 8/28/2020 and options for 'Previous', 'Next', and 'Calendar' view. The main content is a table with columns for days of the week (Sun to Sat) and rows for menu items. The items listed are Burgers & Chips (\$5.00), Chocolate Milk (\$1.25), Juice (\$1.00), Water (\$1.25), and White Milk (\$1.25). A legend at the top right explains that red text indicates items ordered but not yet paid for, and blue text indicates items ordered and paid for.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
23	24	25	26	27	28	29
		Burgers & Chips (\$5.00)	Burgers & Chips (\$5.00)	Burgers & Chips (\$5.00)		
		Chocolate Milk (\$1.25)	Chocolate Milk (\$1.25)	Chocolate Milk (\$1.25)		
		Juice (\$1.00)	Juice (\$1.00)	Juice (\$1.00)		
		Water (\$1.25)	Water (\$1.25)	Water (\$1.25)		
		White Milk (\$1.25)	White Milk (\$1.25)	White Milk (\$1.25)		

- Now you have your Lunch ordering form You will need to click on your student's name for the lunch items to appear. There may be multiple days shown, click on each day you would like to order lunch for.
- **Remember all orders need to be placed no later than the day Prior.**



Student's Name will be shown next to dollar amount

 LUNCH ORDERING

Lunch Order Form

[REDACTED] (\$0.00)

LUNCH ITEMS FOR TUESDAY 08/25/2020 (\$0.00)

LUNCH ITEMS FOR WEDNESDAY 08/26/2020 (\$0.00)

LUNCH ITEMS FOR THURSDAY 08/27/2020 (\$0.00)

Quantity may include items previously ordered.

Grand Total: \$0.00 SUBMIT ORDER

- After choosing the day you will be able to place your order. Remember all meals come with water, you may purchase an extra drink. You can purchase lunches for all available days at one time. Place the quantity of each line item and you're ready for the next step, click *Submit Order*.

LUNCH ITEMS FOR TUESDAY 08/25/2020 (\$0.00)

Lunch Item	Price	Quantity	Total
Burgers & Chips	\$5.00	<input type="text" value="0"/>	<input type="text" value="\$0.00"/>
Chocolate Milk	\$1.25	<input type="text" value="0"/>	<input type="text" value="\$0.00"/>
Juice	\$1.00	<input type="text" value="0"/>	<input type="text" value="\$0.00"/>
Water	\$1.25	<input type="text" value="0"/>	<input type="text" value="\$0.00"/>
White Milk	\$1.25	<input type="text" value="0"/>	<input type="text" value="\$0.00"/>


LUNCH ITEMS FOR WEDNESDAY 08/26/2020 (\$0.00)


LUNCH ITEMS FOR THURSDAY 08/27/2020 (\$0.00)

Quantity may include items previously ordered.

Grand Total: \$0.00 SUBMIT ORDER

- Before you pay you will be asked to confirm your order. This will give you a breakdown of what was ordered and will show the student(s) name.

 CONFIRM LUNCH ORDER

Student / Date	Lunch Item	Price	Quantity	Total
 08/25/2020	Burgers & Chips	\$5.00	1	\$5.00
	Chocolate Milk	\$1.25	1	\$1.25

Order Total: \$6.25

[BACK](#) [CONFIRM AND PAY](#)

- After you click on *Confirm and Pay* you will then be rerouted to FACTS to complete your purchase.

Make A Payment

Payment Method



[Redacted]

or Add a New Account

Payment Method Disclosure

The following processing fees apply:

- Credit Card - up to 2.85%
- Debit Card - up to 2.85%
- Checking or Savings Account - no fee

Card transactions for Peninsula Catholic H.S. are processed by FACTS Management Company, USA.

[FACTS Returned Payment Fee Policy](#)

Total Amount

Lunch \$6.25

Total **\$6.25** [Details](#)

A transaction receipt will be sent to: [Redacted] [Add another e-mail address](#)

Authorization

By clicking the Pay Now button, you authorize FACTS on behalf of Peninsula Catholic H.S. to process this payment from the financial account identified above.

This is an immediate payment and cannot be canceled.

[Cancel](#)

[Pay \\$6.25 Now](#)