

École Waterford Springs School

Parent Lunch Program

2090 Jefferson Avenue Winnipeg, Manitoba, R2R 3A3

Tel: 204-694-9690 - Fax: 204-633-2994

Email: ewsslunchprogram@gmail.com

TO REGISTER FOR WATERFORD SPRINGS LUNCH PROGRAM ONLINE, PLEASE CLICK ON THIS LINK:

<https://forms.gle/uJNtGjKbWfMdZvcV7>

PURPOSE OF THE LUNCH PROGRAM

The ÉWSS Lunch Program is a non-profit program that gives support to families where both parents or guardians are working during the day and their children attend the École Waterford Springs School. It is also for Students who cannot walk home for lunch because no one is at home over the lunch hour.

The purpose of the program is to provide **adult supervision only** to registered students between 12:00 PM and 1:00 PM, Monday to Friday, at École Waterford Springs School. Students bring their own lunch. If a student is not a registered participant in the Lunch program, he or she cannot stay at the school during the lunch hour.

Your fees pay for the Lunch Program Supervisors (one for each classroom we use), one Lunch Program Coordinator, and costs related to running the program.

If you have questions about the Lunch Program, please contact the Lunch Program Coordinator, Robyn Whitney at ewsslunchprogram@gmail.com or the Parent Council at winnipegEWS@gmail.com

ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ:

- ਵਾਟਰਫੋਰਡ ਸਪ੍ਰਿੰਗਜ਼ ਲੰਚ ਪ੍ਰੋਗਰਾਮ ਲਈ ਆਨਲਾਈਨ ਰਜਿਸਟਰ ਕਰਨ ਲਈ, ਕਿਰਪਾ ਕਰਕੇ ਹੇਠਾਂ ਦਿੱਤੇ ਲਿੰਕ 'ਤੇ ਕਲਿੱਕ ਕਰੋ:
 - <https://forms.gle/uJNtGjKbWfMdZvcV7>
- ਦੁਪਹਿਰ ਦੇ ਖਾਣੇ ਦਾ ਪ੍ਰੋਗਰਾਮ ਸਿਰਫ ਨਿਗਰਾਨੀ ਪ੍ਰਦਾਨ ਕਰਦਾ ਹੈ। ਤੁਹਾਡੇ ਬੱਚੇ (ਬੱਚਿਆਂ) ਨੂੰ ਆਪਣਾ ਦੁਪਹਿਰ ਦਾ ਖਾਣਾ ਅਤੇ ਬਰਤਨ (ਕੋਈ ਚਾਕੂ ਨਹੀਂ) ਘਰ ਤੋਂ ਲਿਆਉਣੇ ਚਾਹੀਦੇ ਹਨ (ਕੋਈ ਮੂੰਗਫਲੀ ਅਤੇ ਗਿਰੀਦਾਰ ਨਹੀਂ)। ਇੱਥੋਂ ਕੋਈ "ਵਾਰਮ-ਅੱਪ" ਸਟੇਸ਼ਨ ਨਹੀਂ ਹਨ ਜਿੱਥੇ ਬੱਚੇ ਆਪਣੇ ਭੋਜਨ ਨੂੰ ਗਰਮ ਕਰ ਸਕਦੇ ਹਨ।
- ਤੁਸੀਂ ਹੇਠਾਂ ਦਿੱਤੇ ਤਿੰਨ ਤਰੀਕਿਆਂ ਵਿੱਚੋਂ ਕਿਸੇ ਵੀ ਤਰੀਕੇ ਨਾਲ ਭੁਗਤਾਨ ਕਰ ਸਕਦੇ ਹੋ:
 - ਈ-ਟ੍ਰਾਂਸਫਰ, ਚੈੱਕ, ਜਾਂ ਨਕਦ ਦੁਆਰਾ ਪੂਰਾ ਭੁਗਤਾਨ ਕਰੋ
 - ਈ-ਟ੍ਰਾਂਸਫਰ, ਚੈੱਕ, ਜਾਂ ਨਕਦ ਦੁਆਰਾ ½ ਸਾਲ ਦੀਆਂ ਕਿਸ਼ਤਾਂ (9 ਸਤੰਬਰ, 2022 ਤੱਕ ਪਹਿਲੀ ਕਿਸ਼ਤ, 9 ਜਨਵਰੀ, 2023 ਤੱਕ ਦੂਜੀ ਕਿਸ਼ਤ)
 - ਮਹੀਨਾਵਾਰ ਭੁਗਤਾਨ, ਜੇ ਕਿ ਸਿਰਫ 10 ਪੇਸਟ ਡੇਟਿਡ ਚੈੱਕਾਂ ਦੁਆਰਾ ਕੀਤਾ ਜਾ ਸਕਦਾ ਹੈ
- ਜੇਕਰ "NSF" (ਨਾਨ-ਸਫੀਸ਼ੀਅੰਟ ਫੰਡ) ਦੇ ਕਾਰਨ ਕੋਈ ਚੈੱਕ ਵਾਪਸ ਆ ਜਾਂਦਾ ਹੈ, ਤਾਂ ਤੁਹਾਡੇ ਤੋਂ ਬੈਂਕ ਖਰਚਿਆਂ (\$45) ਨੂੰ ਪੂਰਾ ਕਰਨ ਲਈ ਜੁਰਮਾਨਾ ਵਸੂਲਿਆ ਜਾਵੇਗਾ।
- ਤੁਹਾਨੂੰ ਦੁਪਹਿਰ ਦੇ ਖਾਣੇ ਦੇ ਪ੍ਰੋਗਰਾਮ ਕੋਆਰਡੀਨੇਟਰ ਨੂੰ ਲਿਖਤੀ ਰੂਪ ਵਿੱਚ ਇੱਕ ਮਹੀਨੇ ਦਾ ਨੋਟਿਸ ਦੇਣਾ ਹੋਵੇਗਾ ਜੇਕਰ ਤੁਸੀਂ ਆਪਣੇ ਬੱਚੇ (ਬੱਚਿਆਂ) ਨੂੰ ਦੁਪਹਿਰ ਦੇ ਖਾਣੇ ਦੇ ਪ੍ਰੋਗਰਾਮ ਵਿੱਚੋਂ ਬਾਹਰ ਕੱਢਣਾ ਚਾਹੁੰਦੇ ਹੋ, ਭਾਵੇਂ ਇਹ ਸਥਾਈ ਹੋਵੇ ਜਾਂ ਕੁਝ ਸਮੇਂ ਲਈ ਹੋਵੇ।
- ਜਦੋਂ ਵਿਦਿਆਰਥੀ ਅਗਲੇ ਮਹੀਨੇ ਦੀ ਪਹਿਲੀ ਤਰੀਕ ਤੋਂ ਲੰਬੀ ਗੈਰਹਾਜ਼ਰੀ ਲਈ ਪ੍ਰੋਗਰਾਮ ਛੱਡ ਦਿੰਦੇ ਹਨ, ਤਾਂ ਹੀ ਰਿਫੰਡ ਜਾਰੀ ਕੀਤਾ ਜਾਵੇਗਾ। ਅਧੂਰੇ ਮਹੀਨਿਆਂ ਲਈ, ਜਾਂ ਮਹੀਨੇ ਦੀ ਪਹਿਲੀ ਤਾਰੀਕ ਤੋਂ ਬਾਅਦ ਕੋਈ ਰਿਫੰਡ ਜਾਰੀ ਨਹੀਂ ਕੀਤਾ ਜਾਵੇਗਾ (ਭਾਵੇਂ ਇਹ ਲੰਬੀ ਗੈਰਹਾਜ਼ਰੀ ਲਈ ਹੋਵੇ ਜਾਂ ਤੁਸੀਂ ਪ੍ਰੋਗਰਾਮ ਤੋਂ ਹਟਾਣਾ ਚਾਹੁੰਦੇ ਹੋ) ਕਿਉਂਕਿ ਉਸ ਮਹੀਨੇ ਲਈ ਸਟਾਫਿੰਗ ਪਹਿਲਾਂ ਹੀ ਸਥਾਪਿਤ ਕੀਤੀ ਜਾ ਚੁੱਕੀ ਹੋਵੇਗੀ।

LUNCH PROGRAM FEES

Number of Children	Monthly Payment	Full 10-month Payments	2 Installments (½ Year)	Winter Months Only (Nov-Mar)*
1	\$26	\$260	\$130	\$130
2	\$49	\$490	\$245	\$260
3	\$72	\$720	\$360	\$390
4	\$95	\$950	\$475	\$520

There is no discount for families that register for Winter Months Only.

If you wish to register for only 1 month, we can only accommodate if there is room in that particular classroom.

REGISTRATION

In order to determine how many lunch program supervisors will need to be hired for September, we ask that all families who need to register for the lunch program, **register by June 24th, 2022.**

Registration for September through June 2023 will be accepted **online or you can request the paper version from your child's teacher.** Spaces will be limited after June 18th and we cannot guarantee that there will be spots available for all children in September.

PAYMENT

Lunch Program fees must be paid by **September 9, 2022**, to be registered fully in the program.

Three payment options:

1. **Payment in full** by cash, cheque payable to EWSS Lunch Program or on an e-transfer to ewsslunchprogram@gmail.com

2. **Half Year Payments** by cash, cheque payable to EWSS Lunch Program or on an e-transfer to ewsslunchprogram@gmail.com. 1st installment is due by **September 9th, 2022**, then the 2nd installment is due by **January 9th, 2023**.

2. **Monthly payments:** 10 Post-Dated cheques dated the **1st** of each month due by **September 9th, 2022**. **Only** post-dated cheques will be accepted for monthly payments.

IMPORTANT ➤ Please include your child(ren)'s name and room number on whichever payment form you choose.

IMPORTANT ➤ Due to COVID-19 we encourage families to use **e-transfer or cheques.**

Please make cheques payable to **EWSS Lunch Program**

• If you are paying with the monthly post-dated cheques, it is very important to make sure there is enough money in the account each month to cover the Lunch Program cheque. If a cheque is returned from the bank "NSF" (Non-Sufficient Funds), you will be charged a penalty to cover the bank charges(\$45).

GOING HOME FOR LUNCH POLICY

You **must inform the lunch program** if your child(ren) is going home for lunch on any given day. If a parent or guardian is not picking them up, please provide written permission to inform their lunch Supervisor of the plan. This is a safety protocol to ensure your child(ren) is allowed to leave the school during lunchtime.

DROP-IN'S POLICY

Drop-In (cash) is \$2.50/day on the day the child is staying and children **must** be pre-registered (parents need to ensure the Coordinator was advised the day before). Please include the child's name and room number along with the payment.

CODE OF CONDUCT - Review with child(ren)

All Students attending the ÉWSS Lunch Program are expected to follow the Winnipeg School Division Code of Conduct, which is the code followed by the school. This helps keep the Lunch Program safe and fun for every student.

[CODE OF CONDUCT](#)

Students must:

Respect others.

Keep hands and feet to themselves.

Always be polite while they are attending the Lunch Program.

Eat only what they bring to eat and not share with others.

Follow all school rules during lunch hour.

- Please review these rules with your child regularly and support the Lunch Program staff when dealing with your child(ren)'s behaviour choices. This helps make our program as safe as it can be for all children.
- If a student does not follow these rules, or acts in an unacceptable way, an Incident Report will be filed, the Parent or Guardian will be notified after 3 warnings(unless it's a serious incident), and the Teacher, Principal, or Vice-Principal will be advised.
- If an incident is very serious, or if the same Student is involved in multiple incidents, this Student may be suspended from the Lunch Program.

LUNCH

The Lunch Program provides **supervision only**. Your child(ren) must bring their own lunch and utensils(no knives) from Home (**Peanut and Nut-free**). There are no "warm-up" stations.

INSURANCE

- It is good to have private health insurance or Student Accident Insurance for children registered in the Lunch Program. If your child has an accident and is hurt, you are responsible for all the costs (such as an ambulance ride to the hospital).
- Private insurance can help pay for accident-related costs. You may also purchase Student Accident Insurance. Application forms for Student Accident Insurance are available at the school office.

LEAVING THE PROGRAM

You must give the Lunch Program Coordinator one month's notice in writing if you would like to take your child(ren) out of the Lunch Program, either permanently or temporarily.

Refunds

Refunds will be issued when students withdraw or leave the program for an extended absence effective the first day of the following month. No refunds will be issued for partial months, or after the first day of the month (regardless of extended absences or withdrawal from the program) as the staffing will already have been established for that month.