



**PURCHASE SCHOOL LUNCHES ONLINE AT WWW.ORDERLUNCHES.COM
IT'S THE FAST AND EASY WAY TO ENSURE YOUR KIDS EAT RIGHT AT SCHOOL!**

Caldwell Academy is happy to announce that school lunches will be ordered and paid for online by using orderlunches.com! This is a great convenient service for Caldwell Academy families and we are excited to offer this service.

Who is orderlunches.com?

Orderlunches.com offers a secure, fast and easy to use, online ordering solution that provides the ability to view your school lunch menu, order, pay, and manage your lunch orders online. IT'S THE FAST AND EASY WAY TO ENSURE YOUR KIDS EAT RIGHT AT SCHOOL!

On or after 8/22/2011 registration and ordering will begin for new and returning families

1. Go to www.orderlunches.com and click on "Sign In" if returning user or click on "Register" if new user
2. **Your School Password is: eagle135** and please follow the prompts

Choose Ordering Schedule

Ordering Schedule orders must be placed within the ordering start/end dates below		
Month	Order Start Date	Order End Date
September	8/22/11	9/6/11
October	8/22/11	9/25/11
November	8/22/11	10/24/11
December	8/22/11	11/21/11
January	11/1/11	12/16/11
February	1/4/11	1/23/12
March	1/4/11	2/22/12
April	1/4/11	3/26/12
May	1/4/11	4/23/12

PROGRAM INFORMATION

NOTE: Please be sure to complete check out process when placing an order. You can confirm that you have done so by looking at your order calendar. If any of items appear highlighted in blue, they are in your cart, but not yet confirmed purchases. Items left in your shopping cart will not be processed and your order will not be placed.

Email Notifications - To ensure that you are receiving email notifications - including ordering reminders, important communication, confirmations, password resets - be sure to add info@orderlunches.com to your email safe list.



Food or Order Policy Questions – Please email Samantha.hunter@caldwellacademy.org Please add student's name, grade and "lunch" in the subject line.

Changes/Cancellations - changes, additions and cancellations can be made providing they are done during the ordering period each month. Credits will be applied to your next order.

Missed Lunches - Credits are not applied due to illness as we have already purchased the meal for you. However, you may call the school and request the lunch be saved for later pick up. You may also transfer lunches to a sibling, teacher, friend, etc. with written permission. Whenever possible, we will deliver unclaimed meals to the shelter or the Horse Pen Creek Fire Department.

Late Orders – Late Orders are not accepted.

Forgotten/Emergency Lunches – The school will have emergency lunches on hand should the need arise. These will be billed to your school account on an as needed basis.

Payment Information -The lunch program accepts payment by Visa, MasterCard, or your debit card with a Visa or MasterCard logo

- ✓ **Credit Card Payments** - after entering your credit card for payment a confirmation page will display. If you do not get the confirmation page displayed please do not attempt to enter payment again this may result in duplicate charges. Call 1-800-381-6511 for assistance.
- ✓ **Be sure to proceed to checkout** and process your payment with credit card. Orders that are left in the shopping cart will NOT be processed and your student (s) will not be included on lunch reports if you do not complete your order

Important Messages regarding field trips and/or no lunch days will display this icon - 

View the menu before you order - click the button - 

Print your order - click the button - 

View your order history- click the "order history" link on the navigation bar

For navigational support - click on "help" link on the navigation bar

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Thank you for using orderlunches.com!