



Spring Brook Elementary

Lunch Procedures:

1. Students who will be ordering lunch or milk will inform their teachers at the beginning of the day via the procedures established by each teacher. For younger students, please discuss the choices prior to coming to school.
2. Students will wash hands either in their classrooms or in the community washroom in the hallway prior to lunch.
3. Students will obtain their lunch card from the classroom if they are having a hot lunch and/or purchasing milk or will obtain their lunchbox if they brought lunch from home.
4. Students exit the classroom together and proceed to the lunchroom.
5. Students who brought their lunch from home and who do not need milk will enter the lunchroom from one door and will proceed to their designated table.
6. Students who have purchased either a hot lunch and/or milk will proceed from a different door than what is stated above, will provide their tickets and cards to the lunchroom staff and will proceed through a cafeteria-style line to obtain lunch and/or milk. They will then proceed to their designated table.
7. After 15 minutes, the lunchroom staff will begin moving garbage cans throughout the lunchroom for students to discard trash. At 20 minutes, students will then be asked to quiet to a voice level of 0. Students are dismissed according to table numbers.