

TKCS LUNCH PROGRAM

How to order lunches:

Go to www.tkcs.org and click on **Lunch Program** on the left side of the Home Page.

Returning Families will enter your email address that was used last year and click 'Submit'. Enter your password to access your family account and click 'Login'.

First time users will select the 'Create New Account' in the 'Access my Account' box. Follow the steps to create your family account. Our School Code is: **11KCSNJ**.

Click on 'Lunch' with the Fork & Knife Icon, and then click 'Place Order'. Select the name of the student for whom you wish to place an order for. Continue by entering the number of entrees desired for each day. When you are finished ordering for that student, click on the 'Place Order' button at the bottom. Your lunch order has now been placed. If you wish to make changes to the order click the 'Change Order' button. You will receive a confirmation email to your email account showing what has been ordered for your student(s). Please submit payment once you have completed ordering (checks should be made payable to TKCS).

Ordering begins on the 10th and is completed by the 25th of the month prior to the one which the lunches will be provided.

- ◆ Please submit payment to one of the school offices once you place your order. We pay our lunch vendors with your payments.
- ◆ If you have more than one student in school, you will need to place orders for each student; however, one payment should be submitted.
- ◆ If your student is absent one of the days you ordered lunch for them, you must call the Attendance Hotline 856-489-6720 ext. 172 for MS/HS and ext. 200 for Preschool/Elementary) by 9 am to receive credit for the lunch.

Please direct all inquiries to Mrs. Susan Roselli at sroselli@tkcs.org