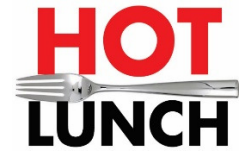


## PAC HOT LUNCH Ordering for Rutland Middle School



The RMS Hot Lunch Program is a parent-volunteer run program offered by the RMS Parent Advisory Committee. The program offers Hot Lunch from various community vendors on Mondays, Wednesdays, and Fridays.

You may order for your student on all three days, or just for two days or just on one – the option is yours. Ordering is done on a month to month basis, rather than by term – please watch for the email reminders to order & they will be posted on the Rutland Middle School Facebook Page – please join.

**Ordering occurs monthly & is now open.**

**Deadline to Order is WEDNESDAY September 11<sup>th</sup> at Noon for September orders.**

*\*\*\*No late orders will be accepted & the site will NOT be re-opened\*\*\**

**Hot Lunch will start the week of September 16<sup>th</sup>.**

**Hot Lunch is picked up in the Cafeteria at the student's grade pick-up window.**

Payments are through on-line payment system. PayPal is NOT being used due to safety and security of the funds. The new system is EASY to follow.

Sorry no cash or cheques accepted.

**All transactions must be paid for when you order – otherwise the system automatically deletes the order within 24 hours and your child will NOT receive the Hot Lunch.**

**Our hot lunch order form is online at the following link:**

<https://rms.hotlunches.net/admin/>

**School access code is RMHL**

*You must create a new account every school year as the previous school year info is erased by the program.*

*Please re-register*

*Follow & Fill out each Screen*

*After you are registered*

*Add your students*

*Then you are able to order each of your students Hot Lunches.*

*Proceed to pay at the end of ordering for all your students.*



If you can help from 11:45am-1pm on Monday, Wednesday or Friday to distribute the orders from the RMS cafeteria it would be greatly appreciated. Please sign up while you order your child's lunch – there is a little tick box below each Hot Lunch date to sign up.

If you have questions please contact The PAC Hot Lunch Coordinator via email: [rms.hotlunch@gmail.com](mailto:rms.hotlunch@gmail.com)



*If your child will be away on a date that you have ordered lunch for, please contact the office 250-870-5109 with instructions on what you'd like done with the lunch. We'll be happy to accommodate. Otherwise, all undelivered and unclaimed lunches will be disposed of.*

***Thank you for supporting the RMS PAC by ordering. All funds raised benefit the students of RMS directly.***