



SCHOOL LUNCH INFORMATION

Dear Covenant Parents,

Welcome to the new school year! I would like to list a few items that will help you with regards to the lunch ordering and payment process.

- Lunch orders must be placed from home or cell phone via RenWeb by 8:00 a.m. (The night before might be best, so you do not forget.) See “Ordering Lunch via Parents Web” for instructions. *Once an online order has been submitted, students may not alter the order.*
- If your child arrives to school late, and/or you have not ordered a lunch via RenWeb, your child has the option of a) stopping by the front desk and writing his/her name on the lunch clipboard b) lower school students can add an order in their homeroom class during roll call.
- Upper School does not take lunch orders in the classroom. They will need to place their order at the front desk in the morning.
- Tuesday’s lunch orders must be submitted with Monday’s lunch order before 8:15 a.m. on Monday morning, as Tuesday’s are late arrival days. If Monday is a holiday, the orders are then submitted on the previous Friday when at all possible.
- Low lunch balance forms are emailed weekly if your balance reaches \$20.00 or below. Please keep adequate funds in your child’s lunch account based on their individual buying practices.
- Paying for lunch must be done online through FACTS. a) Login to RenWeb and click on Family Information > Family Home > FACTS > ADD FUNDS.
- If you ever have any questions regarding the café services at Covenant, please do not hesitate to contact me at bhearn@covenantknights.org or 281-359-1090, ext. 209.

In His Service,

Billie Hearn
Covenant Café Manager