



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.
- 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) stopping by the cafeteria and ordering directly with the kitchen staff or c) lower school students can add an order in their homeroom class during roll call.
- 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 can be done multiple ways. a) Login to RenWeb and click on Family Information > Family Billing. Next to LUNCH, click on PayNow. Follow the steps. b) Cash and checks (marked for lunch, with child’s name and amount, if cash) may be left at the front desk. Or c) Cash and checks (marked for lunch, with child’s name and amount, if cash) may be dropped directly in the box outside the kitchen window. Please keep lunch checks separate from other school payments for book keeping purposes.
- If you ever have any questions regarding the café services at Covenant, please do not hesitate to contact me at bkelly@covenantknights.org or 281-359-1090, ext. 209.

In His Service,

Becky Kelley
Covenant Café Manager