

CCA ONLINE LUNCH ORDERING PROCEDURE

A LA CARTE (6TH – 12TH GRADE ONLY) , BREAKFAST (BEFORE CARE STUDENTS ONLY & PIZZA FRIDAY LUNCH ORDERING

All A La Carte, Breakfast and Friday Pizza/Milk are ordered online through Parents Web. Log on to FACTSmtg.com; Parent Log In; Facts Family Portal (Parents Web) using your username and password. The CCA District Code is CH-VA (must be all caps).

To place your child's lunch order:

Log into Parents Web; Click on Student in the left menu column; Click on Lunch; Select your student from the Student Drop Down on the upper left side of the menu; Enter the numeric item for each item to be purchased; Submit

If your child is on the Monthly Hot Lunch list, you do not need to order anything online. The child will receive their daily hot lunch meal which includes pizza and milk on Fridays.

If your child is absent: please follow normal school protocol by informing the school per the Parent/Student Handbook by 8:00am. If an order is in the system, it will be removed and you will not be charged.

IMPORTANT FACTS:

- We have added the ability to order your child's lunch from any mobile device. This is an added feature that will allow you to order anytime, anywhere as long as the order is received by 8:00am daily. Please note, if there is a delayed opening, orders are still due by 8am.
- A week at a time will be available to order ahead for parents' convenience.
- Any order placed late will not be processed.
- Students will not be able to add on items when at school.

Ordering is easy and convenient. Keep these instructions handy until you become acclimated in the ordering process.