



Happy 2021-2022 School Year

Yavneh Day School

We are thrilled to announce that My Green Lunch will be providing hot lunch services at Yavneh Day School for the Spring of the 2021 - 22 school year. What a wild year it has been amid the pandemic, and we are eager to get back to more normalcy starting this Fall! My Green Lunch is a locally owned and operated school lunch catering company whose been preparing healthy and sustainably packaged school lunches in small batches for schools since 2012. We were founded with a specific mission; to provide a delicious, fresh, nutritious, economical, and environmentally sustainable lunch program to Silicon Valley schools.

We are raising the bar on school lunch, offering both hot and cold entrees daily (meat, vegetarian, and gluten free daily options as well), fresh fruits and fresh vegetables. You will have a choice to select from 3 to 6 Vegetarian options each day, ensuring that you have a wide variety of options available that meet your child's specific tastes and preferences. It's one thing for our food to be healthy but it's another for our food to be yummy as well!

Green is more than just the second word in our name, but it is a lifestyle that we live by whether that be through healthy eating, partnering with healthy companies, or being environmentally conscious.

My Green Lunch is a proud partner of CAFF (Community Alliance of Family Farmers) and partake in their annual meetings. We were able to tell our story of using California grown produce to serve California students. We also annually travel to and partake in the Natural Product Expo West convention which is a huge convention where many healthy companies go to network/discuss up and coming healthy products, trends, and activism. Additionally, we are part of the "Farm to School Network" and led a group out-break meeting about how our companies are making positive impacts on the world/environment.

We are avid believers that health is the true wealth and for students to become the best versions of themselves they need a nutritious meal to help them maximize the second part of their school days! Come give My Green Lunch a try and help your child/student blossom into their best self!

We believe food should be:

- **Fresh:** Food should come from farm to school, not the factory to school.
- **Educational:** Teaching children where their food comes from.
- **Sustainable:** Teaching children the choices they make impacts the environment, including how we source food and the use of sustainable packaging.
- **Culturally Diverse:** Food should foster a sense of community and embody many cultures.
- **Healthy:** Food should be Real – Free of chemicals, hormones, and pesticides.

What defines our food?

- Preservative & Chemical Free
- Pesticide Free
- Locally Produced
- Organic Dairy, Cage Free Eggs, and Humanely Raised Meats
- Sustainably Sourced

Pandemic Protocols:

We are following the guidelines set forth by the Santa Clara County department of health and are up to date on all updates and changes. We have been working hand in hand with the health department and are the first to know of changes or updates. We have been successfully operating throughout the pandemic and our pandemic protocols strictly follow the guidelines set forth by our governing officials, county health departments and CDC.

What do I need to know?

- **1st Day of Hot Lunch Service:** April 25, 2022
 - **Days Offered:** We will be providing lunch service (5) days a week: Monday, Tuesday, Wednesday, Thursday, and Friday.
 - **Lunch Menu:** A calendar menu will be provided monthly in addition to a weekly email that will be sent out to registered users on the My Green Lunch ordering system. A weekly email will provide a friendly reminder if you have not placed an order for one or more of your children.
 - **Pricing:** My Green Lunch will be offering (2) meal sizes:
 1. Regular portion size for \$6
 2. Large portion size for \$6.75 (recommended for 4th and up)
 3. We also offer One Size Portions (the red items on the online menu) ranging from \$6-\$7.25. These meals include items such as hamburgers, hot dogs, pizza, soups, and some salads/sandwiches. Salmon Burgers are the only options that cost above \$7 due to product price (they are \$7.25).
 - **What's in a lunch?** Each Lunch includes **(4) items:**
 1. Hot/Cold Entree of choice (3 – 6 Vegetarian options offered daily)
 2. Fresh fruit
 3. Fresh Hot or Cold Vegetable
 4. Healthy Snack (Popchips, Annie's, Pirate Booty, etc.)
 - **Ordering:** My Green Lunch is a pre-paid, pre-ordered service that utilizes a 100% on-line ordering system. (See below for "How to Order") ** If you wish to pre-load your account with funds to skip the checkout process you can contact us to make those arrangements at info@mygreenlunch.com. **
 - **Ordering Deadline:** In order to offer the freshest lunch possible while minimizing food waste, we have instituted a deadline of 11am two days before lunch is served (Example: Saturday by 11:00am for Monday lunch service)
 - **Canceling Orders:** Orders can be cancelled for credit if online by 11:00am 2 days before lunch is served for 100% credit. If you have issues with your cancellation you can email "cancel@mygreenlunch.com" for assistance. Simply provide your students name and the issue you are having with the cancellation process
- How to Cancel Lunch:
1. Login to your account
 2. Go to calendar menu
 3. Select the day you ordered lunch
 4. Select lunch ordered (highlighted meal)
 5. Select Cancel/Credit Purchase

*Note: you will not receive a cancellation email, you will see the credit in the upper right-hand corner of the menu screen.

Refunds: There are no refunds for lunches purchased. All sales are final.

Transaction Fee: For orders less than \$15 there will be a .30 transaction fee. If you spend over \$15 the transaction fee will be credited to your My Green Lunch account and credited to your next purchase.

Emergency Lunches: For the schools that have requested emergency lunches (daily extra lunches made in case a child forgets their lunch) you will be charged \$7 within 2-3 weeks if your child receives a lunch. The charge will be placed on your My Green Lunch account to be paid the next time you place an order, or it will be deducted from an existing credit on your account.

Allergies & Dietary Restrictions: My Green Lunch offers gluten free, dairy free, and vegetarian options daily as indicated on the calendar menu provided each month. We strive to be as inclusive of the entire student population given the large number of students with food allergies.

If you have any questions, comments, or concerns, we encourage you to contact My Green Lunch by email: info@mygreenlunch.com. We look forward to serving lunches to your children at your school!

How do I order Hot Lunch at Yavneh Day School?

Step 1: Go to [Yavneh Day School Hot Lunch](#) or go to Mygreenlunch.com and click on "**Order Now.**"

Step 2: This will take you to the **Account Setup** page

Step 3: Click '**Create an Account**'

Step 4: Enter your **Email**; Choose a **Password**, Enter a **Security Question** and **Answer**

*Password must be between 6 and 15 characters and must contain at least (1) number.

**No punctuation or spaces allowed.

Step 5: Once in the system you will see a welcome message with information on how to add a child and Place an order.

When prompted for your school code your school's code is –

Yavneh Day School Code: "234-071"

Step 6: Click on the '**Student**' tab. Then click on '**Add a new student**'. The system will auto populate your school. You will then click on the students '**Grade**'. Once all fields are correct click '**submit**'. If you make a mistake, just click 'Edit' under the 'Action' button.

Step 7: **To place an order**, click on the '**Order**' tab. On the left, you can see a list of users. Choose the student you wish to order for first. Choose the date you would like to place an order for, then select a '**Menu Item**'. A popup appears with a description of the selected menu item. At this point you select '**Portion**', Regular or Large. Menu items listed as add-ons are meals that come in only one size and are found in the **red** section of the menu listing (rest assured they still include the fruit, vegetable, and snack). Be sure to click the "**Add to Cart**" button at the bottom of the pop-up window to add your menu item to your cart.

NOTE: If you have multiple children on your account to place an order, after placing your order for the first student, Select the pull-down menu of your student's name on the top of the menu and select the next student on your account that you would like to place an order for. Repeat the ordering process.

Step 8: When you are done ordering, click '**Checkout**'. Here, you can review your order and your total. Next, click '**Pay Now**'. You will be routed to PayPal, our credit card processor (you do not need to have a PayPal account to process your credit card). You will then receive a confirmation email confirming your order with your meals ordered as well as a confirmation from PayPal for your purchase.

*Still have questions? Click on the following link for online tutorial: <http://www.hotlunchonline.com/for-parents/>.

**Additional questions: email info@mygreenlunch.com

Cheers to a healthy, safe, and happy 2021-2022 school year!