

## **ADDING FUNDS TO YOUR STUDENT'S LUNCH ACCOUNT**

There are several options to pay for hot lunch at St. Margaret of York

You must order lunch in advance via the order form in the Friday Folder or the school website <https://smoyschool.org/hot-lunch>

### **PAYMENT OPTIONS**

- Send a check made out to KINGS LOCAL FOOD SERVICE or cash to the school office. You may send the cash/check to school with your child in an envelope marked Lunch Fees, Attn: School Office. Please include a note with the name of the child whose account the funds should be added to. If you are sending one check for multiple students, indicate if it should be split equally, or how much should be placed on each of their accounts.
- Pay online with a credit card via your payschoolscentral.com account. To create an account you will need your student's school ID number. You can find this in the Parent Portal under Demographics. (On the ParentPlus app, click MORE in the bottom right corner, click DEMOGRAPHICS, then scroll down to Unique Student ID).

The Pay Schools Central website charges a credit card fee for each online transaction. There are no additional fees when paying via cash/check.

\*When setting up your Pay Schools Central account, you must first choose Kings as your school option, then choose St. Margaret of York as the building.