



Henry G. Izatt Middle School

960 Scurfield Blvd. | Winnipeg, MB R3Y 1N6 | 204.489.1239
www.pembinatrails.ca/henrygizatt

HGI LUNCH PROGRAM 2022-2023 GUIDELINES

HGI offers a supervised lunch hour for students who must stay at school over lunch hour. There is a fee for the program which covers the cost of supervision staffing and supplies. The fee does not include food for student lunches.

Students who are not registered in the lunch program are not to be on school grounds or in the school building for the entire lunch hour. They may return to the school grounds at 12:25 for the entry bell. The exception to this is if the student has a teacher supervised course or prearranged activity such as a team practice or club.

Grade 5 – 7 Lunch Program: Students may not leave the school grounds without written parent permission.

Grade 8 and 9 Lunch Program: Students may leave the grounds. Parents/Guardians need to indicate on the registration form if they do **not** want their grade 8 or 9 child to be able to leave the school grounds. If students choose to leave, they may not return until 12:25.

HGI LUNCH PROGRAM FEE SCHEDULE (to be collected in September 2022):

- FULL TIME, One payment:** 1 cheque dated September 7, 2022 for \$150.00
- FULL TIME, Semi-annual payment:** 2 cheques for \$80.00 each (\$160.00 total)
September 7, 2022 and February 1, 2023
- FULL TIME, Family with 3 or more children:** 1 cheque dated September 7, 2022 for \$300.00
- CASUAL, ticket sheet of 20 lunches:** 1 cheque dated September 7, 2022 for \$40.00

Receipts for income tax purposes will be mailed by February 28, 2023.

GENERAL INFORMATION:

- The HGI Lunch Program supervises students from 11:30 a.m. to 12:30 p.m.
- Students will eat in their classrooms from 11:30 a.m. until 11:55 a.m.
- Students will have a recess from 11:55 a.m. until 12:30 p.m. They will go outside unless they are in a club or team activity, or it is indoor recess.
- Students will bring their own lunch, as well as any cutlery they may need.
- No microwaves will be available.
- Students will be asked to assist in clean-up of their own eating area.

CANTEEN:

- The canteen will be open from 11:30 a.m. – 12:00 p.m.
- Students will have access to the canteen once per week following this schedule*:
 - Monday – Grade 5
 - Tuesday – Grade 6
 - Wednesday – Grade 7
 - Thursday – Grade 8
 - Friday – Grade 9
- * Grades will be doubled up if there is a day off.
- The canteen does not sell full meals. It is to provide “extras” for the student’s lunch.



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Henry G. Izatt Lunch Hour Expectations

Expectations for Students:

1. Students bring and eat their own lunch.
2. Due to allergies, we are a nut aware school, therefore lunches should be peanut-free and nut-free. You will be informed of other food allergies in your child's classroom.
3. Students are required to bring necessary utensils and containers from home for their lunch.
4. Students remain seated while eating, use proper table manners, and pack non-organic garbage out to be disposed of at home.
5. Students use an indoor voice and use respectful manners in the lunchroom.
6. Students remain seated in their lunchroom until the bell rings.
7. Students are dismissed from their classroom and will then proceed outside (weather permitting). Students will bring outdoor clothing suitable to the day's weather.
8. Students, while outside, will play safely, include others, and take turns. Lunch supervisors will stop any activity that appears unsafe to the individual or to others.
9. Students will show respect for the Lunch Program staff, other adults and students, and other people's property as per our school wide HGI PROUD community expectations.

Should a problem arise, the following (or similar) steps will be taken:

- The supervisor will assist the student(s) in identifying the problem.
- The supervisor and student(s) will discuss how to solve the problem and ensure it will be rectified.
- The supervisor and student(s) will treat each other with dignity and respect.
- The supervisor and student(s) will identify more acceptable choices to avoid further problems.

Consequences (during eating portion):

1. Coaching and reminders
2. School Administration will be informed. Parents may be contacted.
3. Student may spend time away from the group (moved to another seat or room). Parents will be notified.
4. Student may be removed from the lunch program for several days. Before returning to the program, a student action plan will be written out and shared with parents.
5. Student will lose the privilege of the lunch hour program for the remainder of the year.

Consequences (during the recess portion):

1. Coaching and reminders
2. Alternate activities
3. Below the line behaviour will be dealt with by school administration and will follow our Standards of Behaviour.

Please review the Lunch Program Code of Conduct with your child.



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HGI LUNCH PROGRAM REGISTRATION FORM 2022-2023

Student's Name: _____ Homeroom: _____

Address: _____ Postal Code: _____

Mother's Name: _____ Father's name: _____

Phone #: _____ Phone #: _____

ALTERNATE CONTACT PERSON IN CASE OF EMERGENCY:

Name: _____ Relationship: _____

Phone #: _____

Are there any health problems of which we should be aware? Yes No

If YES, please give full details.

If there are changes to the above information during the year, please inform the school office or lunch program supervisor ASAP.

PAYMENT OPTION:

_____ 1. Full time, one payment _____ 2. Full time, two payments

_____ 3. Family, one payment _____ 4. Casual tickets

PERMISSION TO LEAVE THE SCHOOL AT LUNCH:

Grade 5 – 7 Lunch Program students are not allowed to leave the school grounds.

Grade 8 and 9 Lunch Program – Please check ONE:

_____ My child has permission to leave the school grounds at lunch hour.

_____ My child does not have permission to leave the school grounds. I would like to be contacted if my child leaves.

By completing this form, I agree to:

- Review the HGI Lunch Hour Expectations with my child to ensure that they are well understood by my child;
- Understand that should my child not behave in accordance with the HGI Lunch Hour Expectations, my child may be required to leave the program; and
- Take an active role in supporting the Lunch Program staff in their work with my child.

Parent/Guardian Signature

Date