

LUNCH CARD GETTING STARTED INSTRUCTION LETTER

Welcome to Indian Rocks Christian School!

Your student is being provided with a lunch card for their use in the cafeteria that automatically deducts meal purchases from a prepaid lunch account. The My School Bucks website interfaces with our Food Service Department and allows you to prepay and manage your child's lunch account in an easy and efficient way.

Please follow the simple steps below prior to the first day of school.

Enrollment is easy!

1. Go to www.myschoolbucks.com and Sign up today!
2. Select State: **Florida** Select District: **Indian Rocks Christian School**
3. Create Account
4. Add student(s).
5. Add One-Time Funds and then Set Up Autopay with your Visa, Mastercard or Discover.
(There is a \$2.49 transaction fee per funding.)
6. Funds become available at the school every 15 minutes.

To Fund Account by Check or Cash:

Make checks payable to FBCIR.

Checks/Cash can be applied to your lunch account, in person, during lunchroom hours.

Even if you do not want to fund your account online using a credit card, please create the free account to check balances, view recent purchases, and receive low balance notifications.

Refer to Frequently Asked Questions on the back of this letter.

**** Important: This is not a credit card. Lunch cards are only active with available funds ****

FREQUENTLY ASKED QUESTIONS

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How do I get my child's lunch card?

Teachers of students in Pre-K to Elem will keep lunch cards safely in the classroom and pass them out prior to going to the cafeteria each day. New students in Middle & High School will receive their lunch card either in the mail before the first day of school or in person at either the New Student Orientation or first day of school. Returning students will use their previous year lunch card or Student ID which also works as a lunch card.

What are the benefits of using the My School Bucks website?

Parents can view spending history, receive low balance notifications by email, receive expired credit card notifications, and make online account payments.

Am I required to use My School Bucks to fund my student's account?

No. You can fund your student's account at the school by cash or check and still use the myschoolbucks.com website to check balances and history, and be notified of low balances at No Cost!

Is there a fee for funding my account through MSB?

Yes, there is a small transaction fee of \$2.49 when funding your account by credit card through MSB. This is a per transaction fee regardless of how many students are being funded at the same time.

My School Bucks is unable to locate my student.

There are three verification items that must match:

School District=Indian Rocks Christian School.

Student's Last Name

Student's Birthday

If you have any difficulty locating your student on the MSB site, please call the finance office at 727-593-8744 or 727-593-8733 to verify the information we have on file.

How often are balances updated?

Prepayments made online through MSB are updated every 15 minutes. Lunch card balances and spending history are updated from IRCS to MSB, at the end of the day.

What are Meal Control Settings?

Meal Control Settings are used to set daily or weekly spending limits. When using meal control settings, please inform your student so they are aware of the parameters you have established for them. Meal Controls are set under My Students.

Meal Options should only be set to: Cash Accounts for meals / a la carte.

What happens if I have money left in my account at the end of the school year?

All balances roll over to the next year. Sibling accounts can be combined or refunds can be issued upon request. Graduating students will have their balance rolled to remaining siblings or refunded if over \$10.00.

More FAQ's are located on the myschoolbucks.com website.

For additional questions or assistance, please call the finance office at 727-593-8744 or 727-593-8733 or email kelly_jones@indianrocks.org.

If you would like to contact My School Bucks directly:

- parentsupport@myschoolbucks.com
- 1-855-832-5226
- Visit myschoolbucks.com and click on Help/FAQ's