

August, 2009

Dear Upper School Families,

Don't want to pack a lunch every day? Try ordering lunches from Subway instead! Subway is offered all year, with the first order form covering half the year. Order forms must be completed and returned to the office by Friday, Sept. 11. Subway lunch delivery starts Thursday Sept.17.

**If you do not want to commit to ordering for the full half year, you may submit a new order form each month. If you to choose to order monthly, you will need to pick up a new form in the office each month or download a form from the Old Orchard School website under Quicklinks then Lunch Programs.**

- The lunch includes a 6" sandwich of your choice. You also have a choice of either a side of chips, apple slices or a cookie and a beverage. Beverage choices are canned soda or bottled water.
- Lunches may be ordered for Mondays, Tuesdays, Thursdays and Fridays. We do not offer Subway on Wednesdays, as they are reserved for the OOSL sponsored Hot Lunch program.
- Days that Old Orchard does not have school, early dismissal days, and any other special events where **ALL GRADES** are not eligible for a lunch have been left off the order form.
- The cost of a Subway lunch is \$4.50. Payment is due in full each time you place an order. **Checks only**, made out to **Subway**, must be dropped off in the US office along with your order.

**It is the parents' responsibility to order Subway only on dates your child is in school (i.e. 6<sup>th</sup> grade and 7<sup>th</sup> grade are at Headlands Institute Nov. 3- 6, only 8<sup>th</sup> grade should order for this week).**

If you have any questions, please call Monday- Friday 8:00am- 3:30 pm. at 378-3567.

Thank You,  
Kristin Wright  
Upper School Office