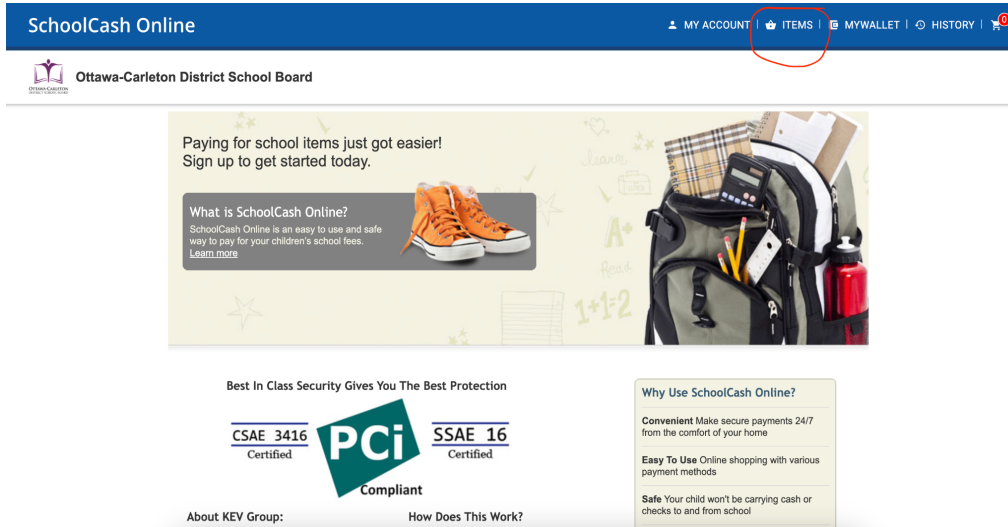
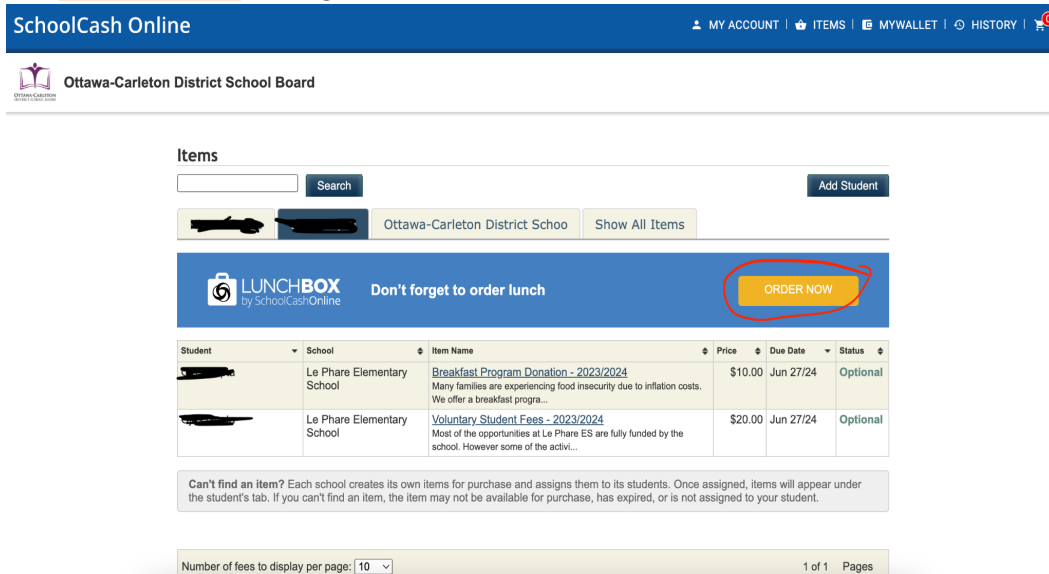


## How to Order Student Lunches

1. Login to your SchoolCash Online account <https://ocdsb.schoolcashionline.com/>
  - If you already have an account, click on "sign in" and enter your login details.
  - If you don't already have an account, create your account by clicking on "Register".
2. Once logged in, click at "Items" on the top right corner. Go to the Items Page in your child's SchoolCash Online account.



3. Confirm your phone number and student allergy information then click 'Update'.
4. On the next page (see below screen), you will see your child's name appear in tabs; click on the "Order Now" Orange button.



5. This button will take you to the Lunchbox website (see below screen). This is the website from which you can order lunch from now on.

Start your order by clicking on any available item.

Unavailable  
  Available  
  Ordered  
  Unpaid

Month:

Monday	Tuesday	Wednesday	Thursday	Friday
2	3	4	5 Pizza Pizza 23/...	6
9	10	11	12 Subway 23/24 - ...	13
16	17	18	19 Pizza Pizza ...	20
23	24	25	26 Subway 23/24 - ...	27

6. Place your child’s lunch order(s) on your school’s ordering calendar by clicking the blue date for the scheduled vendors.

The following credit cards are accepted: Visa, MasterCard, Discover, Debit MasterCard, or Visa Debit. Visa and MasterCard prepaid cards are also accepted.

### Reminders

- The weekly deadline to place lunch orders for the upcoming week is **Sunday at 12:00PM**; lunchbox is unable to accept any orders after this deadline.
- If you need to make any updates or changes to your lunch orders, please do so **before Sunday at 12:00PM for the upcoming week.**
- For any order cancellations, please notify lunchbox **2 days prior** to the delivery date.
- Orders may be placed weekly or in advance for any number of days within the school year, starting October 29th.
- Please note a slight price increase starting October 29th.
- If there is a school closure, lunches will be **cancelled**, and a credit will be issued to your Lunchbox account within 3 business days. In the event of a **snow day/bus cancellation (but school is still open)**, lunches will be **cancelled. Please send your child with a packed lunch.**
- Lunchbox have updated their Refunds and Credits Policy; please review the updated terms at <https://identity.schoolcashonline.com/Account/Terms>.

Delivery Day : Alternate Thursday Pizza Pizza/ Subway

### Questions?

Contact the Lunchbox support team by email at [info@lunchboxorders.com](mailto:info@lunchboxorders.com)