

LUNCH INFORMATION



Hot lunches must be ordered at least one week ahead of time for the kitchen staff to be prepared for the daily lunches.

HOW TO ORDER LUNCH ON FACTS

- Log into your GCA Family Portal in FACTS
- On the left side of the screen, click Student
- Click on Lunch
- You will see the available lunch menu (daily hot meal or alternative items)
- If you have more than one child at GCA, you must order for each child separately

Lunch Order Process

- Black- Select meal(s)
- Red- Payment is processing
- Blue- Payment has gone through/Meal(s) paid
- If items have not been selected or paid for, students will not receive a lunch
- Each menu is subject to change and is listed at the bottom of the menu

All lunches include a bottle of water, the condiments included for the menu, napkins, utensils, and whatever would be appropriate for each meal selected. Additional Snack Shack items are available for purchase-cash only.

Students who forget their lunch or need a lunch will be offered a sandwich meal and the charge will be added to your account.

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We are proud to be partnered with My Hot Lunchbox for our school lunch service on Tuesday's and Wednesday's. The current vendors being used are Marco's Pizza and Panda Express. These lunch options must be ordered through their specific site.



How to Sign Up:

- Go to <https://ordernow.myhotlunchbox.com/sign-up>
- Click on "Create an Account" under "Customer"
- Fill in all required fields to create your account
- Once you've created your account, add a Profile for each student you are planning to order for

FAQs:

How can I see what's on the school lunch menu? Once you have created your free account, you can view daily menus on the Lunch Calendar by selecting the day of the week and the profile you'd like to place an order for. You can also view any pending or paid orders by selecting the My Cart tab on the left sidebar.

When do I need to place my lunch order? The deadline to add, edit, or cancel an order is 12PM (noon) the day before delivery.

How do I place an order for lunch? Log into your My Hot Lunchbox account, click on the Lunch Calendar, and select the day and profile you would like to place an order for. This will populate the lunch menu and you can select the items you would like to order. Once the items are selected, click the Add to Order button and your meal(s) will be added to your cart. You can continue placing orders for future dates or you can click on the My Cart tab and proceed to check out and pay for the meals.

Helpful tip: If you would like to repeat the same meal for a specific day of the week for the semester, check the repeat box in the lower-left corner.

Is there an app available for ordering lunch? Yes! The My Hot Lunchbox app is available for download on the App Store and Google Play