

Lunches

The Lunches screen is used to set up lunch schedules for students. Students are assigned a lunch using lunch rules. The student's lunch assignment is displayed on his/her schedule.

DemographicEnrollmentScheduleRequestsGradesAbsencesActivitiesReferralsTest HistoryAudit TrailGradISP PageFilesSSSChoiceBilling

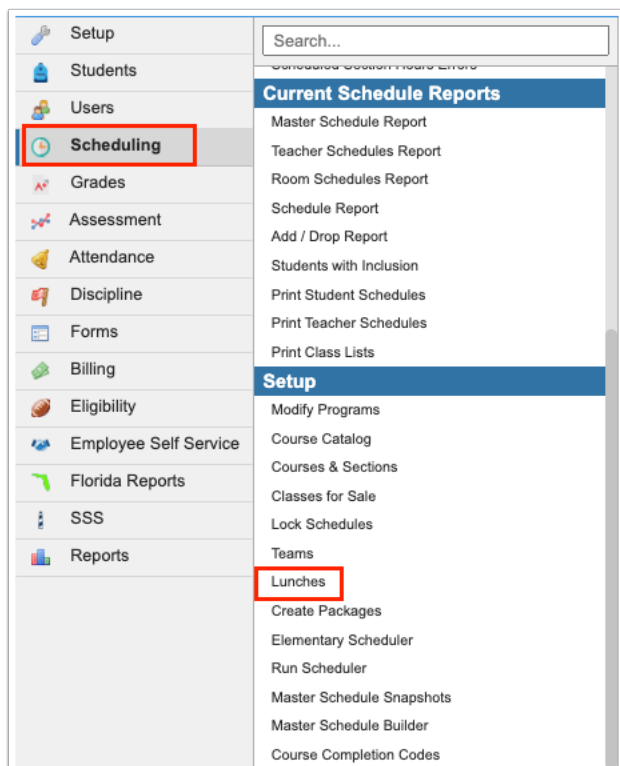
Effective Date: September 1 2022Include Inactive CoursesPrint ScheduleBILL BY: ScheduleView StudentCreate InvoiceInvoicesCourse ListWeekly PlannerShow Florida FieldsShow Vocational/WDIS FieldsSave

Lunch A10 ClassesSend MessagesCustomize ColumnsMass Update

Course	Period - Teacher	Course Number	Section	Meeting Days	Room	Term	Enrolled	Estimated Course Completion Date	Estimated Program Completion Date	Billed	Attended Hours	Dropped	Completion Code	Distance Learning	AGE Online Course Delivery In
FIRST GRADE	01 01 - 903 - Celina Perez	5100070	903	MTWHF	1 125	Full Year	Aug 15, 2022	Completed	N/A		00:00	-	N/A	N/A	-
FNC BAS SKLS READ E	Period 2 - 018 - Celina Danielle Perez	5010020 1	018	MTWHF	1 125	Full Year	Aug 15, 2022	Completed	N/A		00:00	-	N/A	N/A	Z - Not enrolled in an asynchronous
ACCESS LANG ART - 1	03 03 - 901 - Celina Perez	77100121	901	MTWHF	1 125	Full Year	Aug 15, 2022	Completed	N/A		00:00	-	N/A	N/A	-
ACCESS MATH GRADE 1	05 05 - 901 - Celina Perez	7712020	901	MTWHF	1 125	Full Year	Aug 15, 2022	Completed	N/A		00:00	-	N/A	N/A	-
ACCESS SCI GRADE 1	06 06 - 901 - Celina Perez	7720020	901	MTWHF	1 125	Full Year	Aug 15, 2022	Completed	N/A		00:00	-	N/A	N/A	-
ACCESS SOC ST - 1	07 07 - 901 - Celina Perez	77210121	901	MTWHF	1 125	Full Year	Aug 15, 2022	Completed	N/A		00:00	-	N/A	N/A	-
HEALTH - GRADE 1	08 08 - 506 - Celina Perez	5008030	506	MTWHF	1 125	Full Year	Aug 15, 2022	Completed	N/A		00:00	-	N/A	N/A	-
ART - GRADE 1	09 09 - M - 005 - Heidi Roberts	50010201	005	M	1 141	Full Year	Aug 15, 2022	Completed	N/A		00:00	-	N/A	N/A	-

Adding Lunches

1. In the **Scheduling** menu, click **Lunches**.



2. In the **Lunches** tab, enter the **Title** and **Short Name** for the lunch in the blank row.

The screenshot shows the 'Lunches' tab in the software. It features a table with two columns: 'Title' and 'Short Name'. The first row is highlighted with a red border, indicating it is the row to be edited. Below it, there are two rows labeled 'Lunch B' and 'Lunch A' with corresponding short names 'B' and 'A'.

Title	Short Name
Lunch B	B
Lunch A	A

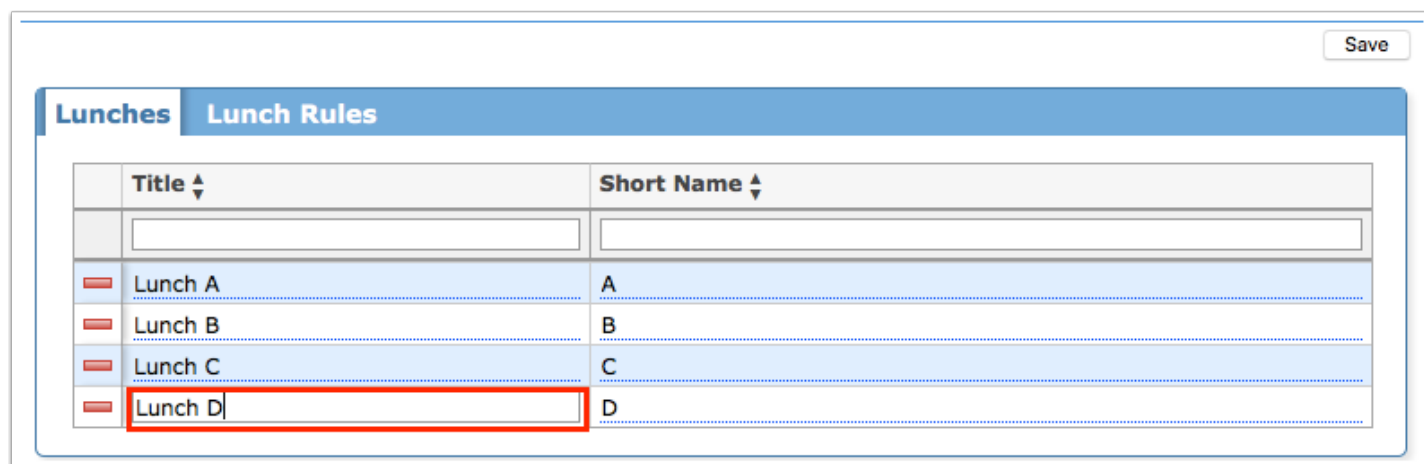
3. Press **Enter** or click **Save** to add and save the lunch.

The screenshot shows the 'Lunches' tab after adding a new lunch entry. The table now has three rows: 'Lunch C', 'Lunch B', and 'Lunch A'. The 'Lunch C' row is highlighted with a red border. The 'Save' button in the top right corner is also highlighted with a red box.

Title	Short Name
Lunch C	C
Lunch B	B
Lunch A	A





Editing Lunches

Click a field to enable editing. The changes are auto-saved once you click or Tab out of the field.



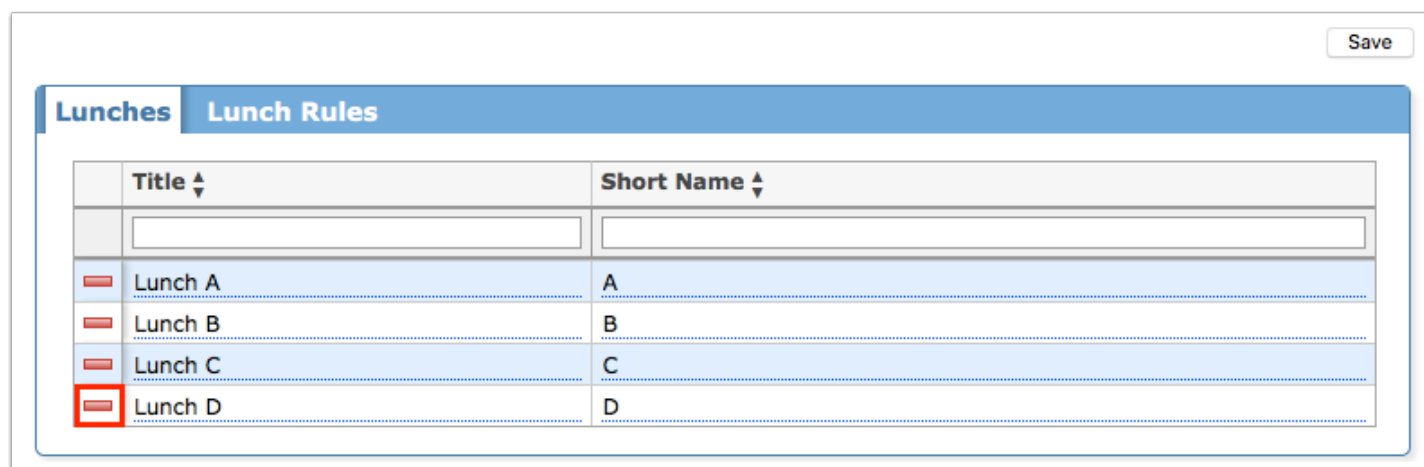
Save

Lunches Lunch Rules

	Title ↕	Short Name ↕
	<input type="text"/>	<input type="text"/>
	Lunch A	A
	Lunch B	B
	Lunch C	C
	Lunch D	D





Deleting Lunches

1. Click the **red minus sign** next to the lunch title.

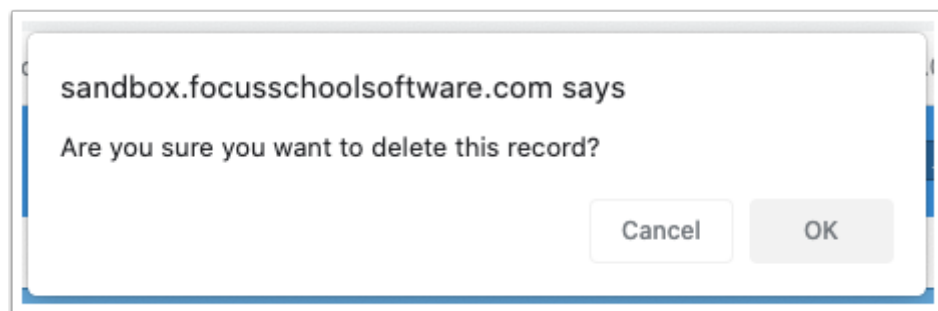


Save

Lunches Lunch Rules

	Title ↕	Short Name ↕
	<input type="text"/>	<input type="text"/>
	Lunch A	A
	Lunch B	B
	Lunch C	C
	Lunch D	D

2. In the confirmation message, click **OK**.



sandbox.focusschoolsoftware.com says

Are you sure you want to delete this record?

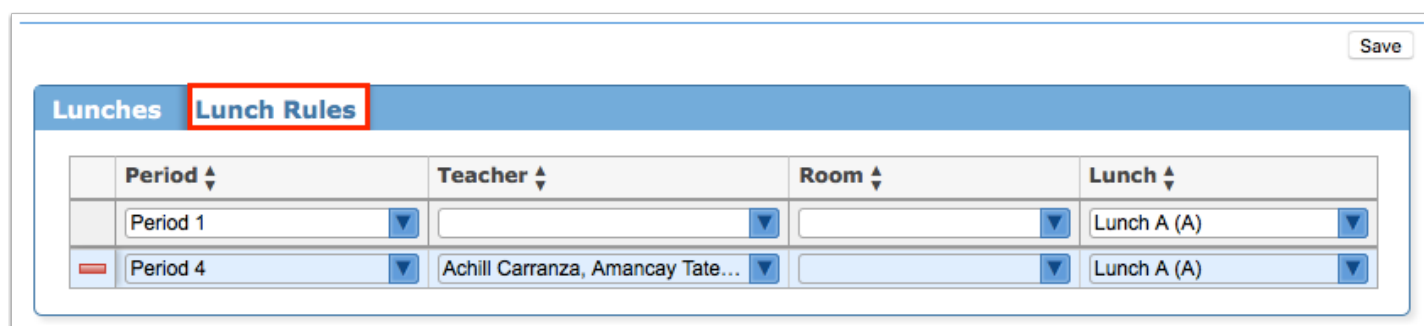
Cancel OK

The lunch is removed.

Adding Lunch Rules

After lunches are set up in the Lunches tab, you can then create lunch rules to assign students to a lunch. Lunch rules can be set up based on period, teacher, and room.

1. Click the **Lunch Rules** tab.

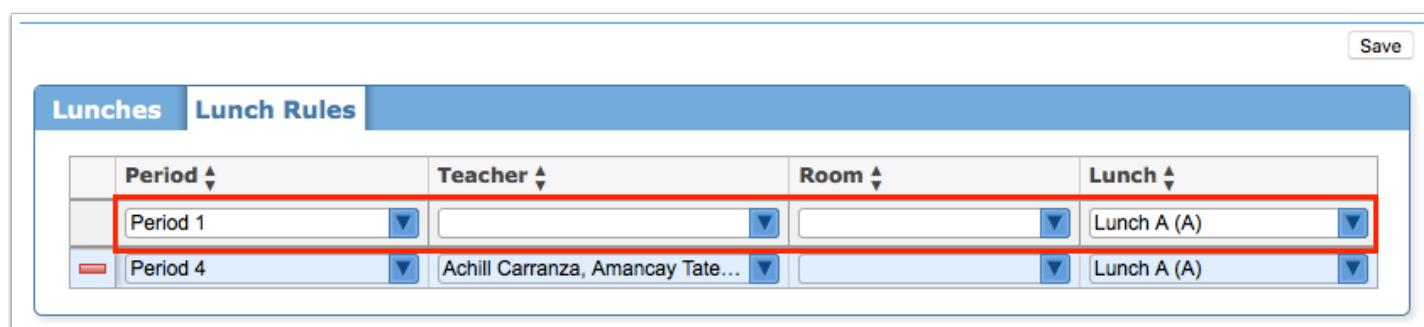


Period	Teacher	Room	Lunch
Period 1			Lunch A (A)
Period 4	Achill Carranza, Amancay Tate...		Lunch A (A)

2. In the blank row, select a **Period**.
3. Select a **Teacher**. One or multiple teachers can be selected. If a teacher is not selected for the rule, then a room must be selected.
4. Select a **Room**. One or multiple rooms can be selected. If a room is not selected for the rule, then a teacher must be selected.

! For lunch rules, select a teacher OR a room. Selecting both creates an OR situation where the student will display the lunch on their schedule if the student has the teacher or is scheduled into the room. This can cause more than one lunch to display for the student.

5. Select a **Lunch**.



Period	Teacher	Room	Lunch
Period 1			Lunch A (A)
Period 4	Achill Carranza, Amancay Tate...		Lunch A (A)

6. Press **Enter** to add the row.

7. Click **Save**.

Save

Lunches Lunch Rules

	Period ▾	Teacher ▾	Room ▾	Lunch ▾
	Period 1 ▾	▾	▾	Lunch A (A) ▾
✖	Period 4 ▾	Marcel Savarese, Michela Mor... ▾	▾	Lunch B (B) ▾
✖	Period 4 ▾	Achill Carranza, Amancay Tate... ▾	▾	Lunch A (A) ▾

! A rule will not save if it does not have a teacher or room selected. Hover over the row to view the error in a tool-tip.

Save

Lunches Lunch Rules

	Period ▾	Teacher ▾	Room ▾	Lunch ▾
	Period 1 ▾	▾	▾	▾
✖	Period 4 ▾	▾	▾	Lunch C (C) ▾
✖	Period 4 ▾	Marcel Savarese, Michela Mor... ▾	▾	Lunch B (B) ▾
✖	Period 4 ▾	Achill Carranza, Amancay Tate... ▾	▾	Lunch A (A) ▾

Editing Lunch Rules

1. Click on a field and make the desired change.

2. Click **Save**.

Save

Lunches Lunch Rules

	Period ▾	Teacher ▾	Room ▾	Lunch ▾
	Period 1 ▾	▾	▾	Lunch A (A) ▾
✖	Period 4 ▾	Quintin Alan Bailey, Reinardo Huerta, Sandr... ▾	▾	Lunch C (C) ▾
✖	Period 4 ▾	Achill Carranza, Amancay Tate, Conrad Gil ▾	▾	Lunch A (A) ▾
✖	Period 4 ▾	Dimas Malcom, Judith A Roberts, Marcel S... ▾	▾	Lunch B (B) ▾

Deleting Lunch Rules

1. Click the **red minus sign** next to the lunch rule.

Save

Lunches

Lunch Rules

	Period ↕	Teacher ↕	Room ↕	Lunch ↕
	Period 1			Lunch A (A)
<div></div>	Period 4	Michela Morales, Quintin Alan Bailey, Reina...		Lunch C (C)
<div></div>	Period 4	Achill Carranza, Amancay Tate, Conrad Gil		Lunch A (A)
<div></div>	Period 4	Dimas Malcom, Judith A Roberts, Marcel S...		Lunch B (B)

2. In the confirmation message, click **OK**.

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Are you sure you want to delete this record?

Cancel

OK

3. Click **Save**.

Save

Lunches

Lunch Rules

	Period ↕	Teacher ↕	Room ↕	Lunch ↕
	Period 1			Lunch A (A)
	Period 4	Michela Morales, Quintin Alan Bailey, Reina...		Lunch C (C)
<div></div>	Period 4	Achill Carranza, Amancay Tate, Conrad Gil		Lunch A (A)
<div></div>	Period 4	Dimas Malcom, Judith A Roberts, Marcel S...		Lunch B (B)