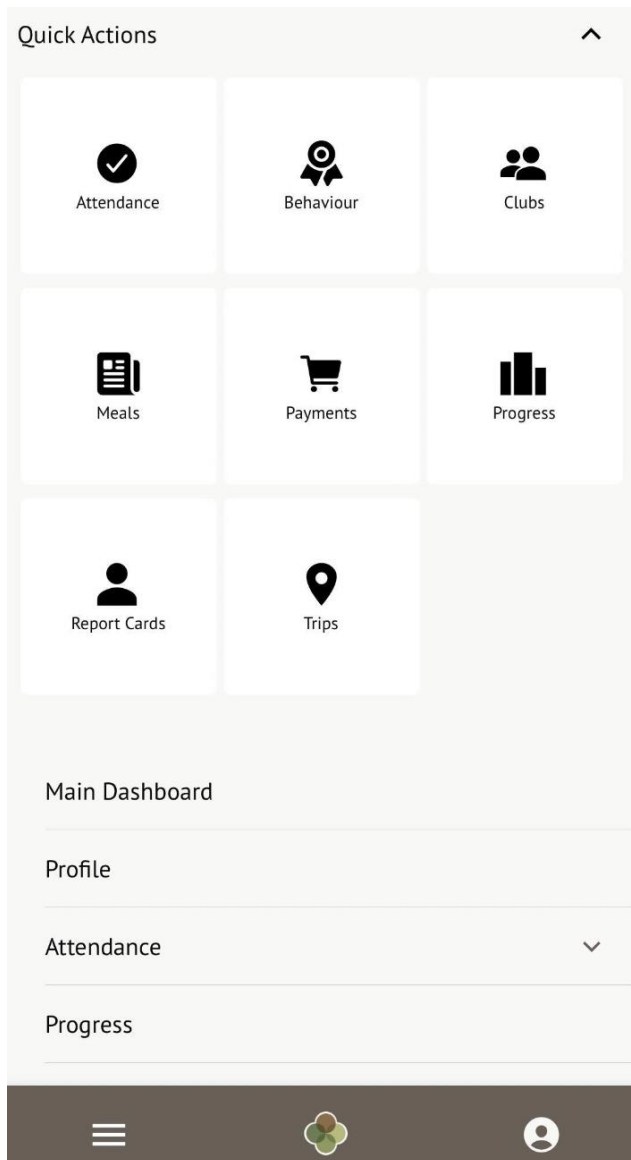**Booking School Meals**

f your school has the Meal Menus functionality enabled, you can choose your child's meals in advance using the Meal Choices area!

Please note that once the deadline your school has set passes, you can no longer see your meal choices - please contact your school if you'd like further details.
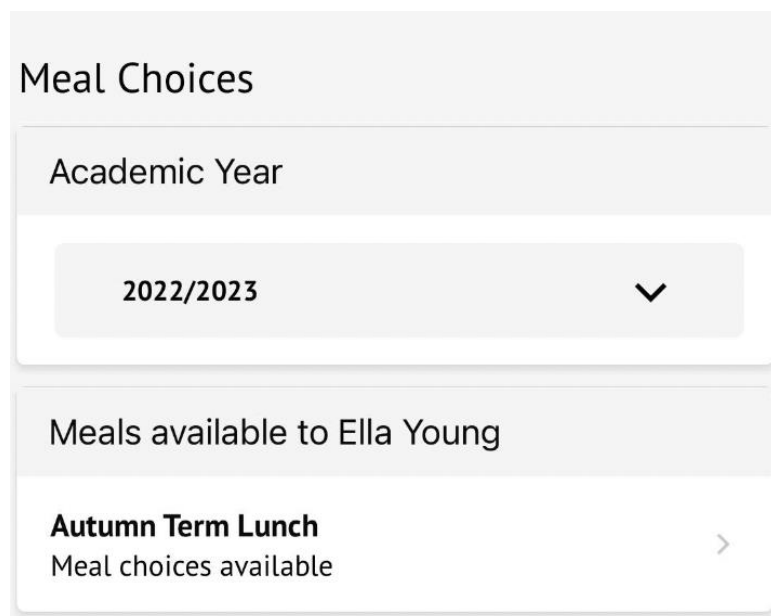
On the Parent Portal	On the Arbor App

Click the three lines to access your main menu, then click on **Meals**.

You'll be taken to the **_Meal Choices_** page, where you will be presented with a list of Meals that have available menus to choose from. You can see past meals by using the Academic Year drop-down menu.

Click on a meal.

You can then see the **_Meal Choices_** page:

- You can see your child's meal account balance at the top - if this balance is negative it will be highlighted in red.
- You can top up the balance via card payment using the **Top up account** button. You can see more about topping up here: Topping up the meal account on the Parent Portal or Arbor App

On the page you can see all future dates you can select a meal for:

- **Deadline passed** - the deadline your school has set to make a meal choice has passed and cannot be edited by you. Your child's teacher can amend their choice while taking the register, or you can contact your school if you'd like to specify what meal your child is going to have.
- **No choices made** - click to select the meal your child will have.
- **Meal Choice** - you've set a meal choice already, but you can click it to change your choice.

Meal Choices - Lunch

Meals Balance: £80.00

Top Up Account

Term

Spring [2022/2023]

Week beginning 02 Jan 2023

Wednesday
No choices made

Thursday
No choices made

When choosing a meal, click on the day. In the slide over, you'll see when the deadline for making your choice is.

You can also select your Meal Choice, and whether to apply this to all future dates. For example if you select Pizza and your school has Pizza as an option every Wednesday and Friday, their choice for every upcoming Wednesday and Friday will be automatically set to be Pizza.

To edit or remove a meal choice that has already made, click on the day to open the edit slide over. Update the meal choice, or click **Remove choice** to delete the choice and revert it to **No choices made**.

✕

29 Sep 2022

The deadline for making choices for this meal is 27 Sep 2022, 12:00

Add Meal Choice

Meal choice

All Day Breakfast ⌄

✓ Pick for all future available dates

Cancel

Confirm Choice