

# WEST MORRIS CENTRAL HIGH SCHOOL

## 2016 - 2017

### LUNCH PROCEDURES

The lunch system incorporated into the schedule allows students additional freedoms in lunch choice and eating locations. The lunch period is placed in the middle of the day and is 48 minutes long. The philosophy behind this is based upon an involved student body and a learning community that is enhanced by the flexibility that the one lunch provides.

In order for the program to work effectively and efficiently, the student body must carry out basic responsibilities. Below are guidelines pertaining to five categories:

1. Location of serving stations
2. Eating areas
3. Location of areas for students before or after they eat
4. Clean-up
5. General guidelines

#### **1. LOCATION OF SERVING STATIONS**

The following is a list of serving stations:

- a) **Cafeteria** - Two serving lines for hot food, a salad bar and sandwiches.
- b) **Serving area by the auxiliary gym** - This area serves drinks and a varied menu.
- c) **Serving area by the music wing ("B" wing)** - This area serves drinks and sandwiches.
- d) **Serving area in the concession stand by the gym** - This area serves drinks and a varied menu.

#### **2. EATING AREAS**

The following is a list of our eating areas:

- a) Cafeteria
- b) Auxiliary Gym - tables are set up and broken down daily for student use.
- c) Exterior Picnic tables (weather and supervision permitting.) Three locations: courtyard between "C" wing and "A" wing, the area between "E" and "H" wings and the Field House, and the small courtyard outside the cafeteria.
- d) Some students may elect to eat in the hallways. These areas are limited to the "B/A" wing (from the Band Room to the breezeway), "D/C" wing (from the custodial room to the Home Ec. rooms) and "E" & "H" wings (except for the hall outside the biology rooms).
- e) Students may eat in classrooms only if a teacher is present. Some staff members may keep their rooms open for extra help or for club and activity meetings.

Eating **is not permitted** in the following areas:

- a) Library
- b) Math Resource Center
- c) Auditorium
- d) Business labs (C-106 and C-113)
- e) Science rooms (including "H" wing)
- f) Music Rooms
- g) Computer labs
- h) Career Lab
- i) Field House (locker rooms)
- j) "C" wing from the Home Ec. rooms to the Board of Education exit (there are science labs in session during lunches) and all of "F" wing. However, with the exception of the above areas, if a teacher opens a classroom and remains in the room with the students, eating in that classroom is permitted. Students may go to their lockers in this portion of "C" wing and "F" wing only at the beginning of lunch.
- k) Hallway in front of the General Office
- l) Any enclosed foyer
- m) The front of the school (exterior)
- n) Any outside area **not specifically listed** as an eating area

### **3. LOCATION OF AREAS FOR STUDENTS EITHER BEFORE OR AFTER THEY EAT**

Due to the length of the lunch period, students will have free time either before or after they eat. Some students may elect to study first, while others may decide to eat first and then study. This ability to eat and then study/relax, or vice-versa, is a benefit of the schedule. With supervision, the following have been designated as student work areas:

- a) Library
- b) Computer lab in the library
- c) Career Lab
- d) Any room that is supervised by a teacher. Teachers may keep their rooms open for students. Each teacher may set the tone of the room: work, socialization, clubs, activities, meetings, etc. Students should check with individual teachers.
- e) The Guidance Office, Child Study Team Office, SAC Office, Nurse's Office and Crisis Counselor's Office will be open during the lunch period.
- f) Math Resource Center

### **4. CLEAN-UP**

The schedule allows for additional student freedoms, but also demands additional responsibilities. Students are expected to bus their own refuse TAKING CARE TO DEPOSIT RECYCLABLE MATERIALS IN APPROPRIATE CONTAINERS. Students are encouraged to assist one another by properly disposing of debris overlooked by their classmates. The following are basic rules that should be followed for a quick and efficient clean-up:

- a) Pick up and place all of your garbage in a container.
- b) Place cans and plastic in the proper recycling container.
- c) If you see something on the floor, pick it up and place it in the proper container.
- d) Clean up before you leave the area where you ate.
- e) If you are eating in a classroom, place all of your lunch garbage in the containers located in the hall. Lunch garbage should not be placed in the classroom garbage container.

### **5. GENERAL GUIDELINES**

A student must present his/her student ID card at the time of a lunch purchase if using the district's credit/debit system. The fee to replace a lost or damaged student ID is \$5.00. In the course of a school year, a student may obtain one temporary student ID from the Main Office. Appropriate behavior is expected at all times. Some simple reminders include:

- a) Students do not need passes for the bathroom.
- b) Students may move from area to area without passes.
- c) Students may select the serving area of their choice.
- d) Students may select the eating area of their choice.
- e) Students may select the work/relaxation area of their choice.
- f) Students are **not permitted** to leave school grounds.
- g) Students are **not permitted** in the parking lot.
- h) Students are **not permitted** to eat in their cars.
- i) Students are **not permitted** to eat outside of the building except where the picnic tables are located (see section 2.)
- j) All students are responsible for their own clean-up. Students are not permitted to demand that other students clean-up for them.
- k) Gambling of any form is not permitted at any time in school.

Students unable to follow these rules may have their open lunch privileges suspended. An administrator may assign such students to a supervised lunch location.