



Welcome New and Returning Families!

My Kid's Lunch

is pleased to be the hot lunch service provider for **Mountain Phoenix** this 2024-25 school year.

Meals are easily ordered through our online ordering system. Login at:

<http://michaels.h1.hotlunchonline.net>

We look forward to serving your student!

Registering for the New School Year

Returning Users: Login with last year's account username/password. If you forgot your password, use the "I forgot my password link" on the login screen to re-set it. **Make sure you edit your returning students into their new grade!!!**

Click on "user" tab, then "action" to the right of their name and "edit" (do not remove unless no longer enrolled).

New Users: Setup your account following these instructions:

1. Go to: <http://michaels.h1.hotlunchonline.net> (bookmark/add this page to your favorites for easy access).
2. Click "Create an account" and follow prompts.
3. **This will take you to the HotLunchOnline homepage.**

Adding Students:

1. Select the "Student" Tab.
2. Select "Add a Student".
3. Enter the Students Last Name, First Name, School and Grade. Press Submit. Repeat for additional students.

Ordering Your Meals

1. Select the "Order" tab.
2. Select your student from the drop-down menu (top right of screen).
3. Select meals by clicking the item you want. A complete description will show in a pop-up window. Add desired items to cart.
4. After making your selections, click the "shopping cart" button at the top of the page, or "review order" at the bottom.
5. Review your order. To change your order, click the "Change" or "clear cart". If you're happy with the selections click on "place order".
6. After you have completed your order, you may view your purchases under the "history" tab. Successful orders will receive a confirmation email with an order summary.

Cancelling Meals:

Go to the "Order" tab to change an order. Click on the ordered item (appears in WHITE) to cancel a purchase. This must be done 3 FULL days in advance for Wednesday– Friday, Monday & Tuesday changes must be done 5 days in advance (i.e. an order for FRIDAY would need to be changed before 11:59 P.M. on MONDAY)



Lunch Order Policy for Parents

To ensure the correct quantity of food is prepared for school lunch, the following policies apply:

- **Advance ordering:** You may order as far ahead as the menu is posted. Orders may be placed a minimum of a full 5 days in advance for Monday & Tuesday, 3 days in advance for Wednesday – Friday. There are no same day meal orders taken.

Day Meal is Eaten	Order deadline (latest possible time)
Monday	11:59pm Tuesday (5 days in advance)
Tuesday	11:59pm Wednesday (5 days in advance)
Wednesday	11:59pm Saturday (3 days in advance)
Thursday	11:59pm Sunday (3 days in advance)
Friday	11:59pm Monday (3 days in advance)

- **Order changes:** An order may be changed a minimum 5 days in advance for Monday & Tuesday, 3 days in advance for Wednesday – Friday. You can cancel online through the Order tab of your account (orders appear in white on menu, click item and select to cancel) or contact our office at 303-778-0916 during business hours.
- **Sick days:** If your student is ill, an order can be changed or cancelled per the above policies. Late/same day request will not be accepted.
- **Unexpected/Weather Closures:** Closures for more than one day will be considered on an individual basis.

Although we understand sick days and snow days are unexpected, we cannot refund these meals because the food is purchased and prepared in advance.

- **Sack lunches:** Sack lunches will be substituted for meal orders when your student goes on an outing, IF the administration notifies us 48 hours in advance. The school administrative contact is the only person who may order a change to sack lunches for outings and field trips.

Our nutrition data is provided with the highest accuracy possible, but should be considered as an estimate only. Exact nutrient densities may fluctuate due to product availability.



MyKidsLunch

We look forward to serving your students throughout the school year!
