MANAGING YOUR LUNCH ACCOUNT ONLINE

Elkhorn Public Schools contract with LunchTime Cafeteria Data Management© to provide online payment services and lunch account information for your student(s).

Access LunchTime Online at:
https://accounts.elkhornweb.org/lunchtime/

LUNCHTIME© CAFETERIA MANAGEMENT FAQs

WHAT IS A CAFETERIA DATA MANAGEMENT SYSTEM AND HOW DOES IT WORK?

To better accommodate the growing student population, the District contracts with LunchTime to manage online payments and lunch information. Students enter their EPS student ID at checkout. Each student has his or her own individual account linked to their student ID and their own lunch balance.

HOW DO I KNOW MY CHILD'S STUDENT ID?

Students in grades 6-12 use their student IDs regularly to access school computers. Ask your student about his or her student ID number. Student IDs will also be printed on school schedules for students in grades 6-8. For students in K-5, please refer to the packet you receive during Back-to-School 101.

If you are still unsure of your child's ID number, please contact your school's main office. You will only need to enter your child's student ID into the LunchTime system once for each user account. After your initial setup your information will be saved for future use.

CAN I WRITE ONE CHECK FOR MULTIPLE STUDENT LUNCH ACCOUNTS?

It is preferred that each student bring a separate check for their account, however you may write one check for the entire family if you attach a note indicating the amount to be deposited in each account. Please specify accounts by student name AND student ID number.

CAN MY STUDENT SHARE HIS OR HER STUDENT/LUNCH ID?

No, lunch IDs are unique to each student and may not be shared.

WHAT HAPPENS TO THE MONEY LEFT IN MY LUNCH ACCOUNT FROM LAST YEAR?

Any balances (whether positive or negative) are carried over in your lunch account. To transfer funds from one student to another, email lunch@epsne.org or call 402-289-0443.

IF I MAKE AN ONLINE DEPOSIT, WHEN WILL THE FUNDS BE AVAILABLE?

One feature LunchTime© offers is real-time deposits, this means funds will be available immediately after they are submitted online.

CAN TWO PARENTS HAVE ACCESS TO A STUDENT'S LUNCH LOGIN INFORMATION?

Yes, multiple log-ins may be created for the same student(s). The student ID will remain the same, but each user will use his or her unique email and password.

SETTING UP YOUR ACCOUNT

- Go to https://accounts.elkhornweb.org/lunchtime/
- Click on "Create an Account"
- You will be prompted to enter your email and a password
- You will receive an email confirmation once your information has been submitted

LOGGING IN/ADDING YOUR STUDENTS

- After you have set up your account using the steps above, use your email and your password to log in
- Click on the button prompt: "To Add Kids to your Account please click here"
- Enter the child's student ID number and his or her birthday (ex. mm/dd/yyyy)
- After the system "finds" your student, you must click on "Select" to add the child to your account

TRANSFERRING MONEY FROM ONE STUDENT TO ANOTHER

- A LunchTime administrator must make transfers from one student to another. Email lunch@epsne.org or call 402-289-0443 to request a balance transfer.

ONLINE PAYMENT FEES:

CREDIT CARD PAYMENTS:
- $1 fee AND
- 2.3% convenience charge

ACH PAYMENTS:
- $1 fee per $500 deposited
- No convenience charge

Fees are per transaction, funds may be added to multiple student accounts for one fee

There is no charge for cash or check payments made at school