



October 31, 2011

Dear Parents/ Guardians:

We are excited to inform you that a NEW Milk Program is starting at St. Justin, Martyr!

The NEW Program differs in a number of ways: (1) Milk will be pre-ordered only – no more milk tickets. (2) Students who pre-ordered will have their milk delivered to their classroom on Tuesdays and Thursdays. (3) It will also be offered to the Kindergarten students. (4) And finally, the program is broken down into two periods to allow payment and ordering flexibility.

Milk will be delivered to the classroom 10 minutes before lunch recess, while the Kindergarten classes will have theirs arrive 10 minutes prior to their recess time. The new price will be \$0.75 for each 250mL carton of milk, with a choice of white or chocolate milk. This is an affordable and guaranteed way of ensuring that your child/ren receives a healthy and nutritious beverage for their growth and development.

To register your child for our Milk Program, please complete and submit the form below with your CHEQUE ONLY payment(s) in the amount of **\$15.00 per period**, made payable to **ST. JUSTIN, MARTYR CES**. Payment options are:

- (1) register for both periods at once - submit 1 form with full payment on 1 cheque or 2 cheques postdated on the first day of each period; OR
- (2) register with your payment for period you only wish to participate in by registration deadlines outlined below:

- **Period 1:** November 29, 2011 – March 1, 2012 (*registration deadline: November 10, 2011*)
- **Period 2:** March 6, 2012 – May 31, 2012 (*registration deadline: February 9, 2012*)

Special Notes:

- (1) For families with multiple children: we kindly ask that you complete individual forms and MAKE SEPARATE CHEQUES FOR EACH CHILD.
- (2) Please take special note of the deadlines as late registration will NOT be accepted.

Your co-operation on this matter is highly appreciated. As always, thank you for supporting our efforts to be a healthy school.

Milk Program Coordinator

***** THIS FORM IS VALID FOR ONE CHILD'S MILK ORDER.***** Please complete the form below to register your child's milk order and make a selection on the type of milk you want your child to receive. Enclose this form with your CHEQUE ONLY payment of \$15.00 for each period, made payable to ST. JUSTIN, MARTYR CES, and return to your child's teacher following the registration deadlines. For additional siblings, please include **separate form & cheques for each child's order.**

Student's name: _____ Grade/ teacher: ____/ _____

For JK class only: am pm (*please circle one*)

Please indicate requested period(s): Period 1 Period 2

Please choose one: White Chocolate

Registration deadlines are as follows:

Period 1: November 29, 2011 – March 1, 2012 (*registration deadline: November 10, 2011*)

Period 2: March 6, 2012 – May 31, 2012 (*registration deadline: February 9, 2012*)

***** ADMIN. USE ONLY – do not fill in please *****

PAYMENT	DATE	NAME	B. I.
(1)			
(2)			

FREQUENTLY ASKED QUESTIONS

1. *Why offer milk twice a week? And why on Tuesday and Thursday?*

There is a limited amount of space to accommodate milk storage which determined a maximum of 2 days per week. Tuesday and Thursday being in the “middle of the week” works best as it leaves plenty of time for preparing the bags for the volunteers. Also, most holidays and P.A. days fall on Mondays or Fridays.

2. *What happens to the milk when a student is absent?*

By default, the milk is considered “loss”. Keeping track of undelivered milk due to absence is a huge responsibility for a school our size. And sometimes the milk is left out for a period of time before it can be stored properly, so there is a possible risk of spoiled milk before it gets to the proper owner.

3. *Who will be the assigned milk sorters and milk runners?*

The milk sorters will be the parent volunteers as this process takes about an hour or so to complete. Interested students from intermediate and/ or junior divisions will be selected to be the milk runners. The involvement of students in the milk program helps to promote leadership, responsibility and accountability.

4. *What if a milk runner (student volunteer) is absent and unable to deliver the milk to their assigned classroom?*

The other milk runners with different assignments will need to step up and fulfill their team-member’s responsibility. They are a team and have to work as a team! A milk runner’s absence will be communicated to the office to ensure delivery coverage.

5. *What if there is a family who would like to join the Milk Program late? Will late registration be accepted?*

If the family is a new registrant at school, they can sign-up for the milk program by informing the school office as soon as possible. The school office will have to immediately inform the Milk Coordinator of this late sign-up. The Milk Co-ordinator will then process the paperwork and notify the new student of when they will start to receive their milk. Otherwise, late registrations will be declined.

Milk orders should be promptly submitted by the specified deadline dates to ensure timely processing of orders.