



## SECTION 511

### TITLE: PAYMENT OF MEALS FOR STUDENTS PARTICIPATING IN SCHOOL ACTIVITIES

# NESHAMINY SCHOOL

## DISTRICT

1	<b>I. PURPOSE</b>	To authorize payment of meals for students representing the district in	1
2		curricular or co-curricular activities when out of the district generally on an	2
3		overnight basis.	3
4			4
5	<b>II. Procedures</b>	If possible, arrangements for group or individual meals for students	5
6		representing the district should be made in advance of the activity.	6
7			7
8		Whenever possible, the group should dine together, with payment for	8
9		meals either prearranged or made by the adult advisor directly to the eating	9
10		establishment.	10
11			11
12		In instances where group dining is not possible or practical, arrangements	12
13		should be made by the adult leader to pay the eating establishment for meals	13
14		of group members (e.g.:#1 - track meets where scheduling of events	14
15		precludes team members being free at the same time. #2-swimming meets,	15
16		#3-district, regional or state golf tournaments).	16
17			17
18	<b>III. ALLOWANCE</b>	An advance or prepayment allowance, based upon an approved amount	18
19		per student, per meal, shall be made by the business office.	19
20			20
21		The advance allowance is to be given to the adult leader who shall disburse	21
22		the funds as required to the eating establishment for meals consumed by	22
23		students.	23
24			24
25		In order to avoid confusion or misunderstanding (unless absolutely	25
26		impractical) cash is not to be given directly to students.	26
27			27
28		Funds are to be used for meals only and must not be used to purchase	28
29		candy, tobacco, or items not part of the menu.	29
30			30
31	<b>IV. ACCOUNTING</b>	The adult leader must present appropriate receipts in accordance with	31
32	Approved: 06/22/81	established practices as established by the business office.	32
33	Revised: 6/26/85		
33	Reviewed: 9/2003		