

Lunch Guidelines

Jai Jinendra,

Most of the lunch sponsoring families have hosted lunch before and are familiar with the guidelines and suggestions listed below. However, we have had some changes with the school policy and therefore have put these guidelines together for your convenience. Pathshala families, in groups of 5, take turns sponsoring lunch. Cost is roughly \$250/family. Families typically make dishes at home or cater from approved caterers. The total head count is 350 for the 2017/2018 Pathshala academic year.

Please be mindful of the following Guidelines and Suggestions for Lunch Sponsor Families:

1. **Only Jain food:** Here Jain food represents food prepared in accordance with Jain principles
2. **Tithis:** There are some Tithi days when there are additional limitations on the contents of Jain food (like Aattham/ Chaudas etc.). We as Jain Society do strive to adhere to those principles and hence the food should be in compliance with those additional restrictions.
3. **Vegan Option:** There are some participating families who only eat Vegan food – please make arrangements for such families should your lunch have dairy based items count 20 people
4. In addition to Vegan food requests – PLEASE NOTE THAT THERE ARE SOME FAMILIES WHO WILL ONLY EAT FOOD THAT IS FULLY PREPARED THAT DAY. Should you desire, please take that into your considerations. If you need help in understanding them – please feel free to reach out.
5. **Lunch start time – 11:45 AM** depending on when all activities relating to patshshala are completed.
6. **Expected arrival time is 10:00 AM** for lunch sponsoring families. – this gives you ample time to set up your lunch counters and the dining hall and conduct any food arrangements that you intend.
7. **A new change this year is that we are not allowed to use the school kitchen for any reason. This means you cannot use the school microwave, stove, etc to warm up food and you will not be able to use the kitchen sink to get water. Please keep this in mind and make appropriate arrangements.**
8. **What to bring checklist:**
 - a. Serving Tables - Set up 2 food counters (Bring 4 tables from temple)
 - b. Food warmers - you are responsible to bring the food warming stands and burners and the dual set of trays.
 - c. Unique items given your menu: Think about what you need given your menu. For example, you may want to bring a small container to transfer food from a bigger preparation container to the serving tray or you may want to lay out the pickle/chutney/hot sauce into a bowl for ease of serving.
 - d. Paper Supply - Bring sufficient table cloths, and paper supply for 375. Please bring appropriate (as in sturdy and with sections) plates, bowls, napkins, spoons, forks, etc. for the food you are serving. Please note that otherwise there are more accidents and spillage. That is against our religious philosophy and increases your burden of work during clean-up. Also having extras of these are a blessing.

- e. Serving Spoons - Bring sufficient for two serving tables.
 - f. Drinks - Please note you will need to bring water from home as the school kitchen is not available. Please ensure that you place a jug/container of drinking water and glasses on each dining table so that people can easily get the water to drink. Else there will be a huge commotion near the water jug station at the EXIT. You may pick up jugs from the temple.
 - g. Water/Soda/Juice station – please place the large water jugs in a manner that they will not topple the table over. Please place a container/tray under the tap of the water jug to catch the drops/spillage. Please have sufficient or more soda/juice options so that the kids who are having lunch towards the end – also get to have a drink. Please remember to replenish the large water/juice jug should it become empty. These are minor suggestions, but do leave a happy impression.
 - h. Return borrowed item to Jain Center - Should you borrow any items from the Jain Society kitchen or storage area, please ensure that you return it back in CLEAN condition and in the same place. Should you want to borrow some items to use for your food serving, please send an email in advance to our Pathshala Director so as to make appropriate arrangements.
 - i. FOOD SERVING VOLUNTEERS– please ensure that you have appropriate people serving the food and the serving quantity is regulated to prevent spillage/waste and that the line is moving quickly. WE CANNOT EMPHASIZE THIS ENOUGH as the children/everyone are very hungry and want the food quickly. Also we should attempt to complete the food serving in about 45-60 mins so that there is ample time to clean-up the dining hall afterwards
 - j. Used plates stack up – please have someone from your group monitoring the water station and stacking of used plates. This is important to minimize mess and ensure that the waste bins are being used to their maximum. Else please be prepared to switch the trash bags in the waste bins as they will fill up quickly.
 - k. Take home container - Please bring containers from home to take your left-overs.
9. Lunch sponsoring families responsibilities for the “Dining Hall”:
- a. Setting up tables in the lunch/dining hall (if this is already done – please consider it a bonus)
 - b. Proper cleanup of the dining hall at end of lunch - start by 1:30 p.m. about 30 minutes (estimating 5+ adults)
 - c. Please fold the dining tables and push them along the wall after all cleanup is completed
 - d. Please pick-up all food from the floor and then sweep the dining room floor clean
 - e. Please clean properly any other room/area that you may have used for lunch related activities
 - f. Please bring appropriate and sufficient cleaning supplies (bounty/paper towels, etc.).
10. Tip \$20 to the school custodian– this donation is to show our appreciation for using the school facilities for a day.

We want to return the school in the clean manner in which we received it so that the school authorities are happy with our use of the premises and we can continue using it again and again

If, by the above stated guidelines and suggestions, we the office bearers of Jain Society have caused any inconvenience, pain, or suffering – for that we seek your forgiveness – “Michhchhami Dukkadam”. For any additional questions, please contact our lunch coordinator.