

HOW TO ORDER SCHOOL MEALS ON ARBOR

A Quick Guide for Parents & Guardians

Step 1: Log in & Open Meals

- On the Parent App: Tap the three lines (menu) at the bottom or top of your screen, then select Meals.
- On the Parent Portal (Web): Click Quick Actions on the main dashboard and select Meals.

Step 2: Check Your Balance

- Look at the balance at the top of your screen.
- If it is highlighted in red (negative), click Top up account to add funds via card payment before confirming your meal choices.

Step 3: Select Your Child's Menu

- Click on Meals Available or select the active menu (e.g., School Lunch) to view options.
- Choose the date or week you want to book for, then click on the day you wish to change.

Step 4: Pick the Meal

- Select your child's preferred dish from the dropdown menu for that day.

Tip: If you want to repeat this option every time it's available, look for the recurring option/checkbox if applicable.

Step 5: Process and Confirm

- Click the green Process (or Confirm) button to save your choices.
- Repeat for any other days. You can update or change choices up until the school's set evening deadline (usually 8PM the night before)!

Need Help?

Deadline Passed? If a date is locked, contact the school office directly to make adjustments.

App issues? Make sure your Arbor app is updated to the latest version via the Apple App Store or Google Play Store.