



INTERNATIONAL SCHOOL OF RIGA

ISR Hot Lunch Programme 2020 - 2021 Terms & Conditions

SUMMARY INFORMATION

- Students may choose from 4 options - a meat, a meat (without pork), vegetarian or vegan option.
- Specific allergies or other dietary needs can be accommodated with receipt of a doctor's note, at no additional cost. If needed, please send the doctor's note to the School's Executive Assistant at info@isriga.lv.
- Due to the COVID-19 restrictions ISR Hot Lunch Program will provide students with hot lunch that students will eat from the nature friendly individual lunch boxes in their classrooms.
- Each school hot lunch includes:
 - 1) One entree (meat/fish OR vegetarian OR vegan as per sign-up)
 - 2) One side dish (e.g. potatoes, pasta, rice, bulgur, couscous, buckwheat, etc.)
 - 3) One salad (mixed with a dressing; or plain vegetables with dressing aside)
 - 4) Warm or cold sauce (depending on the daily menu)
 - 5) One dessert (e.g. one of fruit salad, single fruit, curd snack, smoothie or a pastry)
 - 6) Bread
- The weekly lunch menu is posted each week in the campus canteens and on the ISR website (<https://isriga.lv/services/lunch/>).

PAYMENT

- Lunch price:
 - PreSchool - Grade 5: 3.90 EUR per day
 - Grades 6 - 12: 4.20 EUR per day
- School lunch invoices will be sent on:
 - October / November 2020 for the period from the 31st August - 31st December 2020
 - February / March 2021 for the period from the 1st January - 18th June 2021
- Payments may be made **ONLY** by bank transfer within the payment terms indicated in the invoice.
- There will be no discounts given for any reason.

SIGN UP

- Parents sign up their child/-ren for the ISR Hot Lunch for the whole school year:
 - If the ISR will move to the Operating Plans B (blended / hybrid learning) or C (virtual / online learning), there will be no ISR Hot Lunch and parents won't be charged for that.
 - If during the school year children / parents change their mind and they do not want to have school lunch anymore, they need to write to the School's Executive Assistant at info@isriga.lv 5 working days before they want to stop



INTERNATIONAL SCHOOL OF RIGA

with the ISR Hot Lunch Program. In this case the school hot lunch invoice will be calculated pro rata in the respective semester.

- Parents sign up their child/-ren for the ISR Hot Lunch Program via the online sign up form.

REFUNDS

- Students who are away for 5 or more consecutive days and provide a notice at least 48 hours in advance can be reimbursed for the ISR Hot Lunch Programme for the respective amount of days. Parents must inform the school's Executive Assistant at info@isriga.lv and Home Room teachers about absence via email at least 48 hours in advance with the following information:
 - Reason for absence
 - Length of absence (*this reimbursement only applies to absences of 5 or more consecutive days)
 - Return date
- If the student returns earlier than initially communicated, it's the responsibility of parents to ensure that the student has a lunch from home for the respective days.

LIABILITY

- The lunch provider, Baltic Restaurants Latvia, holds all liability for the quality of food in the ISR Hot Lunch Programme.
- ISR community members from time to time might organize Pizza Fridays when pizza is offered to the students and staff members as an extra choice for lunch at school. In this case the pizza provider holds all liability for the quality and ingredients of pizzas.
- ISR constantly monitors food quality and service.
- The Terms and Conditions for the ISR Hot Lunch Programme 2020 - 2021 are valid for the school year 2020 - 2021. Terms are subject to change and any updates will be shared with programme participants.

PROCESSING & DISCLOSURE OF PERSONAL DATA

- In order to deliver hot lunch services to students, the School collects the following data:
 - 1) Student first, last name
 - 2) Student grade, and class if applicable
 - 3) Student allergy information (if applicable)
 - 4) Student preferred dietary restrictions (if applicable)
 - 5) Parent contact email
- The personal data collected in regards to the ISR Hot Lunch Programme, including special category data, is for the purpose of:
 - 1) Providing individualized meals, as per request and/or doctor's order;
 - 2) Trying to prevent students from making improper food choices as per their dietary restrictions; and/or



INTERNATIONAL SCHOOL OF RIGA

- 3) Ensuring prompt medical intervention in the case a student manifests allergic reactions, or to prevent such reactions.
- Data processing regarding a student's allergies or other preferred dietary restrictions may be shared with School teachers, Nurses, and cafeteria staff, as expressly laid down by Latvian National law and the European Union [Regulation (EU) 2016/679 (General Data Protection Regulation)], on the lawful basis that:
 - 1) processing is necessary in order to protect the vital interests of the data subject [Art.6, (d)]
 - 2) processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract [Art.6, (b)]
 - 3) processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party [Art.6, (f)]
 - Personal data collected for the purposes of the ISR Hot Lunch Programme is held only for the duration of the Programme contract; after which time it is permanently destroyed.
 - If you would like to discuss anything regarding the processing and disclosure of personal data for the ISR Hot Lunch Programme, please contact the School's Data Protection Officer at privacy@isriga.lv.

By completing the online ISR Hot Lunch Programme sign-up form you agree that:

- You have read and agreed to the ISR Hot Lunch Programme 2020 – 2021 Terms & Conditions, including the processing and disclosure of personal allergy or dietary restrictions data.
- You have answered all the questions accurately and honestly to the best of your knowledge.