

Citizen Sprout

NEW PARENT WELCOME PACKET

We look forward to delivering organic, balanced, scratch-made lunches to your school! Included in this packet is all the information you need to get started - including how to order, allergy information, our current calendar, contact information and our ordering/cancellation policies. If you have any additional questions please don't hesitate to reach out! Our contact information can be found on the last page.

Everything is made from scratch in the Citizen Sprout kitchen in Santa Monica and delivered at your school's designated lunch time in **100% compostable containers**. We make all of our own sauces and snacks with simple, whole ingredients so that you can feel good about the food your kid is eating.

All of our school lunches include:

- Organic ingredients
- Local produce, whenever possible
- Grass fed, wild and hormone/antibiotic-free proteins from responsible fisheries and ranches
- Vegan, Vegetarian and Gluten-Free Options
- No processed foods or artificial ingredients
- No added sodium
- No peanuts or tree nuts

ABOUT US

As a parent, I know what an undertaking it is to prepare healthy meals for your child day in and day out. You're scrupulously introducing them to new foods, not to mention keeping yourself and other loved ones full and healthy! Citizen Sprout allows me to share the joy I felt trying new dishes when I was young, and provides a solution to the daily balancing act. I started this company to help busy parents expose their children to the countless delicious and diverse foods of the world so they can grow up to be curious, healthy eaters!

Our School Lunch program started in my kitchen 6 years ago and since then, we have grown to service numerous schools all over Los Angeles and in December 2017, we opened up our Retail Space at 1128 Wilshire (at 12th) in Santa Monica. At our store we have organic, ready-made meals and housemade snacks and sauces for kids and adults. We even have Family Style meals that you can take home and heat up for later. Come by and say hello!

I'm so excited to share my cooking with your family!

Warmly,

A handwritten signature in black ink that reads "Jennifer Jewett". The signature is fluid and cursive, with a large, sweeping flourish at the end.

Jennifer Jewett, Chef/Owner
+ Citizen Sprout Staff



HOW TO ORDER

1.) Visit www.citizensprout.com and navigate to School Lunch page - either through the top navigation or scrolling to the middle of the home page and selecting "Learn More" Once you reach the page, select "Parent Log In" to create an account.

Citizen Sprout

ABOUT US

SCHOOL LUNCHES

RETAIL GRAB+GO

INQUIRIES



School Lunches

Ah, the sweetest age. Playful, impressionable, adorable, impossible to please. But development doesn't begin and end with mac and cheese, despite the cutest contesting. Leave it to Citizen Sprout to take on the challenge that is introducing new foods and nutrients to your littlests.

LEARN MORE

ALREADY ENROLLED? SIGN IN >

CHILD A

CHILD'S NAME - FIRST AND LAST!

Melanie Porras

SCHOOL

PS One

None
Red
✓ Orange
Yellow
Green
Blue
Indigo
Violet
Olders 4
Olders 5
Office

2.) Create an account with your name and email and select SCHOOL LUNCHES as your account Type.

Next add your child's name (first and last name) and school info. If you have one child, hit save and carry on.

See next page for info on multiple children

If you have multiple kids in our lunch program - either at the same school or different schools that we service - you can create profiles for each child which gives you the option to order different items for each child. We can accommodate up to 3 children/profiles. Keep track of which child belongs to which profile - A, B or C for ordering.

Select Update/Create Account and return to main account page.

Cancel

UPDATE ACCOUNT

Once you've updated your account information, click [here](#) to go back to the main account page.

CHILD A

CHILD'S NAME - FIRST AND LAST!

Melanie Porras

SCHOOL

PS One

PS ONE ROOM

Orange

CHILD B

CHILD'S NAME - FIRST AND LAST!

Oliva Porras

SCHOOL

PS One

PS ONE ROOM

Green

CHILD C

CHILD'S NAME - FIRST AND LAST!

Richard Porras

SCHOOL

Maple Tree Academy

3.) In your account, click to view all lunch options. Once on the Menu Pages, select the menu you'd like to order from. We post two months menus at a time.

My Account

Parents

Please enter your child's name and school [here](#) before placing your order.

Once this is set, you can view the preschool lunch options [here](#).



4.) Once in the Menu page, find your school's name and click to download the menu - you can print this out for your reference to see what your child is eating that day or to check the days your school is closed or has no lunch service. If your school is not open on a particular day you will see a message stating that your school is closed and you will not be able to order for that day.

Download your menu/calendar below to see your school's lunch schedule for the month:

10th Street - CLOSED / NO SCHOOL
The Academy - Manhattan Beach
The Academy - Pasadena
The Academy - Venice
Beverlywood Montessori
Culver City Montessori
Discovery Days
Enchanted Castle
Maple Tree Academy
Morning Glory
Piper Preschool - CLOSED / NO SCHOOL
PS1 - CLOSED / NO SCHOOL
Seven Arrows Elementary

PS One is either closed or has no lunch service on this day. Please check your school's calendar and proceed to the next day.

ADD TO CART

NEXT DAY >

CHECK OUT NOW

5.) Our lunches come in sizes Small, Medium and Large. The portions will depend on the meal. For example:

Sandwiches

- S - 1 sandwich, regular sides
- M - 1.5 sandwiches, regular sides
- L - 2 sandwiches, extra sides

Nuggets

- S - 4 nuggets, regular sides
- M - 6 nuggets, regular sides
- L - 8 nuggets, extra sides

Pizza

- S - 1 piece, regular sides
- M - 2 pieces, regular sides
- L - 3 pieces, extra sides



***We recommend ordering a few days of size Small to see what size is right for your child.**

6.) You'll then have the option to order for the full month or to customize each day. If you choose to order for the full month your child will receive the Meal of the Day. Ordering for the month gives you a 10% discount. Please note that if you know your child will be absent more the three days of the month, you must order Day by Day. When you select your school from the drop down, select your size and the price shown calculates the size selected x the total number of days your school is open plus the 10% off.



Order For The Month - July

MEAL

Meal of the Day ▾

SELECT YOUR SCHOOL

Beverlywood Montessori ▾

18 DAYS OF LUNCHES*

SMALL MEDIUM LARGE

ALLERGIES / DIETARY RESTRICTIONS?*

No ▾

Total Price: **\$ 129.60**

7.) If you decide to order Day by Day, go to Customize Each Day

Select your meal...



Jul 8th, Mon

\$ 9.00

MEAL SIZE

ADD A DRINK

- MILK - \$1 HOUSEMADE CHOCOLATE MILK - \$2
- SPARKLING WATER - \$2 LEMONADE - \$3
- BLUEBERRY BANANA SMOOTHIE - \$3
- STRAWBERRY BANANA SMOOTHIE - \$3

ADD A SNACK

- VEGGIES AND HUMMUS - \$3 PITA CHIPS + HUMMUS - \$3.25
- CARROT STICKS W/ RANCH - \$3 FRESH FRUIT CUP - \$3
- YOGURT & GRANOLA - \$3 - *NO VEGAN OPTION
- RANCH POPCORN - \$3

ADD EXTRAS

Choose the Meal of the Day or one of our Kid- Approved Classics - available every day:

- Cheese Pizza
- Chicken Nuggets
- Grilled Cheese
- Buttered Noodles
- Macaroni + Cheese
- Cheese Quesadilla
- Bean & Cheese Burrito
- Apple, Turkey Cheddar Sandwich
- Sunbutter & Jam Sandwich
- Caesar salad
- Meat & Cheese Plate

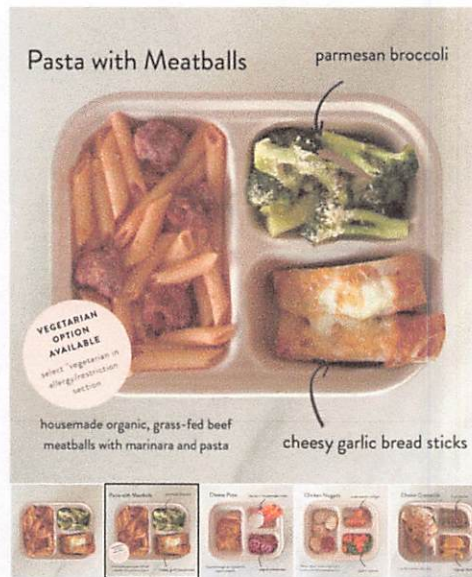
...your meal size...

We offer Small, Medium and Large sizes:

\$9 - Small

\$10 - Medium

\$11 - Large



Aug 13th, Tues

\$10.00

MEAL SIZE

ADD EXTRAS

- ADD PARMESAN CHEESE
- SUB MARINARA SAUCE (BUTTERED NOODLES ONLY) - \$.50
- ADD SOUR CREAM + SALSA - \$.50 ADD GUACAMOLE - \$.75
- ADD RANCH - \$.25 ADD GRILLED CHICKEN - \$2

ADD A DRINK

- MILK - \$1.50 CHOCOLATE MILK - \$2.25 LEMONADE - \$3
- STRAWBERRY BANANA SMOOTHIE - \$3.25
- BLUEBERRY BANANA SMOOTHIE - \$3.25

ADD A SNACK

- VEGGIES AND HUMMUS - \$3.25

ADD EXTRAS

- ADD PARMESAN CHEESE
- SUB MARINARA SAUCE (BUTTERED NOODLES ONLY) - \$.50
- ADD SOUR CREAM + SALSA - \$.50 ADD GUACAMOLE - \$.75
- ADD RANCH - \$.25 ADD GRILLED CHICKEN - \$2

ADD A DRINK

- MILK - \$1.50 CHOCOLATE MILK - \$2.25 LEMONADE - \$3
- STRAWBERRY BANANA SMOOTHIE - \$3.25
- BLUEBERRY BANANA SMOOTHIE - \$3.25

ADD A SNACK

- VEGGIES AND HUMMUS - \$3.25
- PITA CHIPS + HUMMUS - \$3.50
- CARROT STICKS W/ RANCH - \$3.5 FRESH FRUIT CUP - \$3.5
- YOGURT & GRANOLA - \$3.5 - *NO VEGAN OPTION
- RANCH POPCORN - \$3

...and add a drink, snack or meal extras!

You may also select Snack Only in the meal option to order just snacks for your child.

8.) Add any Allergies or Dietary Restrictions, if applicable.

We are a **peanut-free kitchen** and we don't use any **tree nuts** in our school meals. We use **egg-free mayo** and **wheat-free tamari** instead of soy sauce.

ALLERGIES OR DIETARY RESTRICTIONS?

-- Choose Allergies or Dietary Restrictions? --

No

Yes

ADD TO CART

NEXT DAY >

CHECK OUT NOW

ALLERGIES / DIETARY RESTRICTIONS?

Yes

SELECT ALL THAT APPLY

- DAIRY (NO DAIRY) SUB VEGAN DAIRY - \$1
- GLUTEN -FREE - \$1 ALL EGG EGG (BAKED GOODS OK)
- SOY PEANUTS / TREENUTS SESAME PORK
- FISH / SHELLFISH KOSHER VEGETARIAN
- OTHER (SPECIFY BELOW)

SPECIFY ALLERGIES OR DIETARY RESTRICTIONS

mangos

You may select as many allergies or restrictions as needed. If your child has a dairy allergy you may either select No Dairy and we will omit dairy from the meal for no charge or Sub Vegan Dairy for \$1. Because of the added cost for these items, we charge \$1 for Gluten-Free and Vegan Dairy substitutions.

PLEASE NOTE:

While we don't use the above mentioned allergens in our school meals, we do have some of them in our kitchen and we use them in our Retail Store Meals.

While we take extra care not to cross-contaminate, if your child has a severe or life threatening allergy, we encourage you to be aware of the risks.

SELECT CHILD PROFILE

A B C

Selected: Olivia Porras / PS One / Green

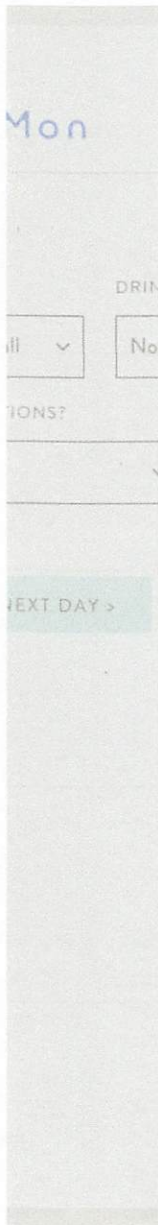
Add / update your child profile(s) [here](#).

ADD TO CART NEXT DAY >

CHECK OUT NOW

When you ADD TO CART, your cart will appear on the righthand side of your screen showing all of your selections and your Child Info. If you're all set, CHECK OUT, if not, select NEXT DAY and continue ordering and customizing for the rest of the month!

REMINDER!
We have ONE menu for all schools so if your school is closed on a specific day, you won't be able to order for that day. The Add to Cart button will be disabled.



9.) Once you've made your selection select ADD TO CART. Continue for each Child Profile. You will need to select ADD TO CART for each profile.

Cart

August 13th, Mon
 Chicken & Spinach / Small / No Drink
 Allergies or Dietary Restrictions? : Yes
 Child's Name: Mary Lee
 School: CHALK
 Group: Hills
 - 1 + \$9.00

August 13th, Mon
 Chicken & Spinach / Small / No Drink
 Allergies or Dietary Restrictions? : Yes
 Child's Name: Mateo Lee
 School: CHALK
 Group: Venice
 - 1 + \$9.00

SUBTOTAL \$18.00

Shipping, taxes, and discounts calculated at checkout.

CHECK OUT

10.) Proceed to checkout. You will see a breakdown of all of your orders in your cart, and your total. Double check to make sure everything is correct and proceed to payment information.

	QUANTITY	TOTAL
 <p>Jun 11th, Tues Cheese Lasagna / Small Add Extras: add parmesan cheese Allergies / Dietary Restrictions?: No Child's Name: Olivia Porras School: PS One PS One Room: Green</p> <p>REMOVE</p>	1	\$9.00
 <p>Jun 10th, Mon Sour Cream + Onion Potato Chip Chicken Fingers / Medium Add A Drink: Housemade Chocolate Milk - \$2 Allergies / Dietary Restrictions?: No Child's Name: Melanie Porras School: PS One PS One Room: Orange</p> <p>REMOVE</p>	1	\$12.00

If you haven't done so, you will have one more opportunity to update your child's info. Note: You will not be able to proceed until this info is updated.

Child Info	ORDER NOTE	Subtotal \$ 57.50
<p>Please enter your child's name and school here before placing your order.</p>	<div style="border: 1px solid black; height: 60px;"></div>	Shipping, taxes, and discounts calculated at checkout.
		<p>UPDATE CART</p> <p><input type="checkbox"/> I agree with the terms & conditions.</p> <p>CHECK OUT</p>

And that's it! You can order day by day, week by week or for the whole month all at once! Please note that the order cut off time for the following day is 5pm. Please read our policies on Weekend Orders, Late Orders and Same Day Orders in the FAQ section.

POLICIES + FAQs

OUR MENU: CHOICES & SIZES

Lunches include 1 main course and 2 sides and each day you will have an option of 12 choices a day - 11 of our Kid-Approved Classics or the Meal of the Day. On each order page you'll find photos and descriptions of our meals so you can see and read about what your child is eating.

Lunches come in **100% compostable containers** labeled with your child's name, a brief description of the meal and allergy stickers when necessary.

At the beginning of the month you will have the option to order for the Full Month of Lunches. If you select this option your child will receive the Meal of the Day. If you choose to Customize Each Day, you can do so all at once, weekly or even daily!

Lunches come in Small (\$9) Medium (\$10) or Large (\$11) sizes
We recommend starting with a size small for a couple of days to see the right size for your child. .

