

How to order



Self serve kiosk



- 1 - Put Right index finger on scanner
- 2- Check balance
- 3- Select your food from the available menus
- 4- Confirm order - keep receipt!
- 5- Take receipt to counter and collect your order from the catering team
- 6- Enjoy!



IMPORTANT INFORMATION

- You must have a credit balance to order
- You must give your receipt to the catering team to collect your order
- You cannot order at the collection points

Free School Meals allowance will show as a credit balance



Self serve kiosk



Our new Kiosk Style Catering system launches on 2nd July
Students will be able to order food, snacks, and drinks using the self-service kiosks for the Lightwell, Deli Hatch and Pizzeria.
The Snack Shack & 6th form will remain the same with a traditional till

WHAT STUDENTS NEED TO KNOW

To login to the Kiosk you can use either your finger or your 6 digit PIN

Make your purchases, collect your ticket and collect food/drinks from the collection point

Your purchases will be deducted from your lunch account.
You must have credit on your account to order

You cannot go overdrawn

Allergy information is available on all non-packaged food by clicking on the information icon ⓘ

Students with known allergies or intolerances will be unable to order menu items containing relevant allergens, or asked to confirm they are choosing an item that contains a known intolerance * This information is pulled from Arbor - if unsure on any menu item please check with the catering team

Help Will Be On Hand

We know you are likely to have some questions so staff will be on hand to help you out while you get familiar using the new system



Self serve kiosk



HOW TO USE THE KIOSK

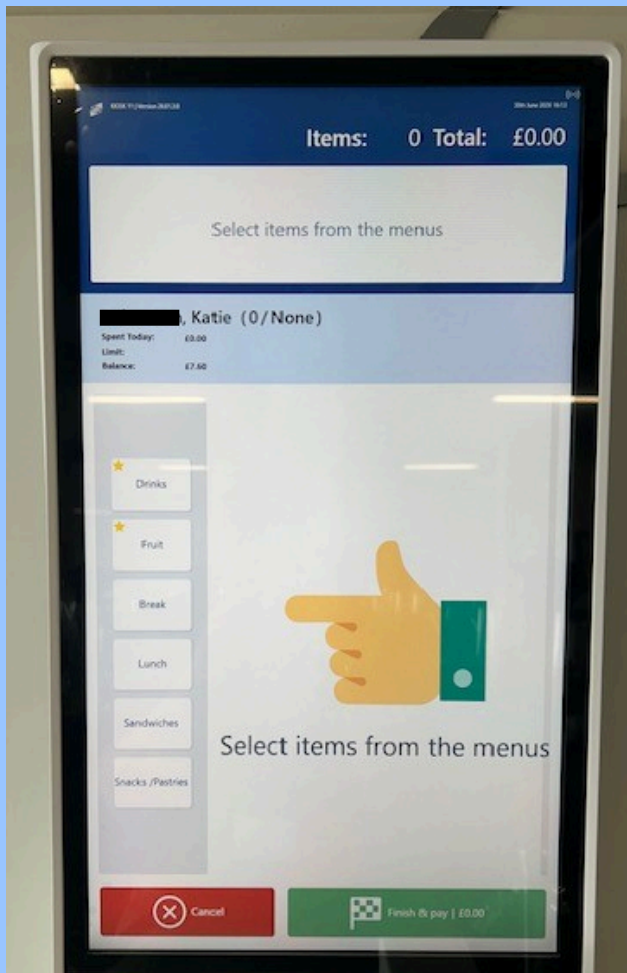


When available to take orders the tills will have a large Green 'Available' banner running along the top

*Please note that not all tills will be open at the same time i.e. - the Lightwell Kiosks will be open earlier for Breakfast on Friday, while none of the other tills will be available at this time

Press the '▶ Get started' button, then use your Right Index finger to login by placing it here

Or enter your 6 digit PIN



Once logged in you will find;

Balance total - this shows how much credit is available. There is an £8 per day limit on spending

Spend today - shows how much you have spent already that day

Menu buttons - split into categories Drinks/Fruit/Break/Lunch/Snacks& Pastries

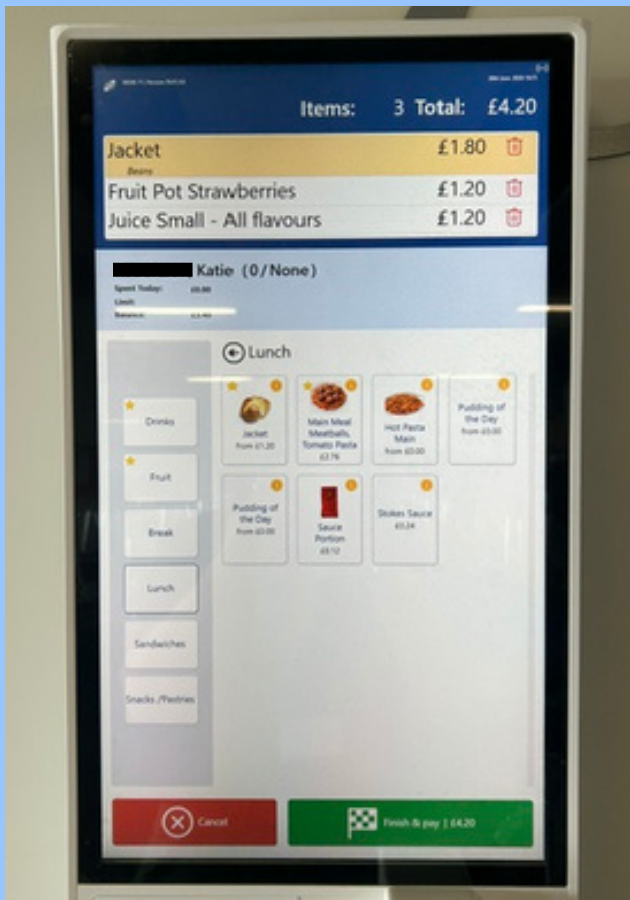
*Not all categories will be available at all times i.e. Break is only available during break, lunch only available during lunchtime




Self serve kiosk



HOW TO USE THE KIOSK



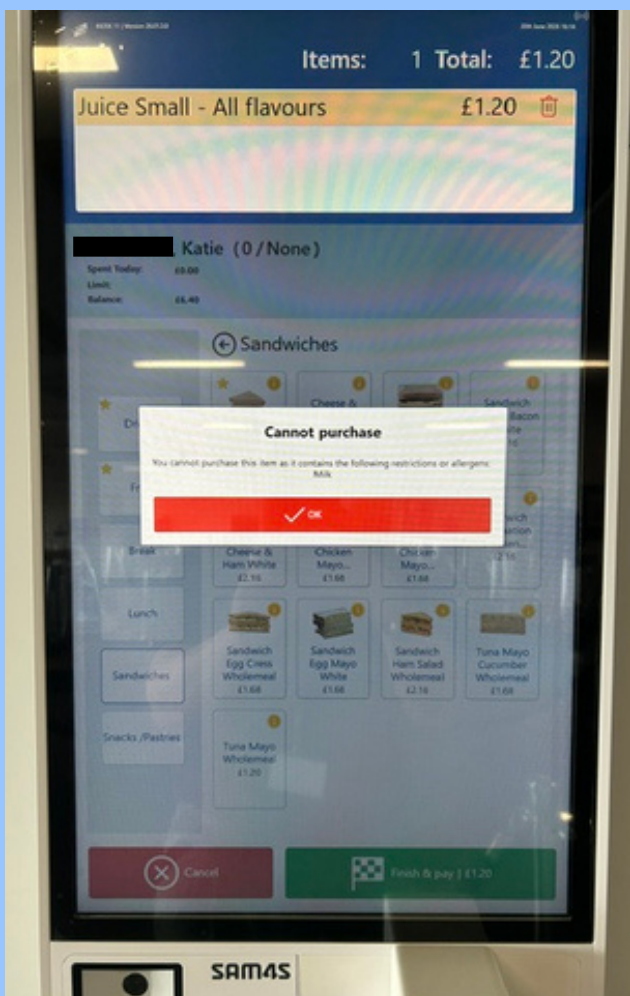
Choose your items

To remove an item press the red bin button 

Some menu items will allow you to make additional choices i.e. Jacket Potato allows you to select toppings once the first button is selected

Once chosen, click finish & pay. Collect your receipt and hand it to the catering team to collect your order.

Please note you MUST collect your order from the correct collection point -i.e. you cannot order at the JCR and collect at the Lightwell



Allergies & intolerances

If you have a recorded known allergy and select an item that contains the known allergen, you will be blocked from ordering those items*

*This information is pulled from Arbor and relies on up to date student information- if you have any questions please speak to the catering team

If you have a recorded known intolerance you will be asked to confirm your choice, if that item that contains the known intolerance.

If your allergy or intolerance has changed please update our office team so we can update your record