

HOW TO ORDER PACKED LUNCHES FOR SCHOOL TRIPS AT THE PANTRY



1. LOG INTO YOUR PANTRY ACCOUNT.

2. ON THE DASHBOARD CLICK ON **VIEW, UNDER THE NAME OF THE TRIP AND THE REQUIRED MEAL.**

Test Y6 Trip to Science
Museum - Ham Sandwich

Booking Deadline: Fri 19th
Jan 2024

[View](#)

Test Y6 Trip to Science
Museum - Cheese
Sandwich

Booking Deadline: Fri 19th
Jan 2024

[View](#)

Test Y6 Trip to Science
Museum - Tuna Mayo
Sandwich

Booking Deadline: Fri 19th
Jan 2024

[View](#)

3. UNDER UPCOMING EVENTS,
CLICK ON **DETAILS** TO SELECT
THE REQUIRED MEAL.

4. ONCE YOU HAVE SELECTED THE
REQUIRED MEAL CLICK ON THE
GREEN **BOOK** BUTTON.

Upcoming Events

School Meals / Upcoming Events

Booked	Event	Booking Deadline	Category	
⊗	Test Y6 Trip to Science Museum - Ham Sandwich	Fri 19th Jan 2024	School Trips	Details
⊗	Test Y6 Trip to Science Museum - Cheese Sandwich	Fri 19th Jan 2024	School Trips	Details

Event Details

Booking Deadline: Fri 19th Jan 2024

Fixed Price: £0.00

Bookings & amendments must be made 1 days before date.

Description:

Ham Sandwich
Crudites
Fruit

Dietary Requirements:

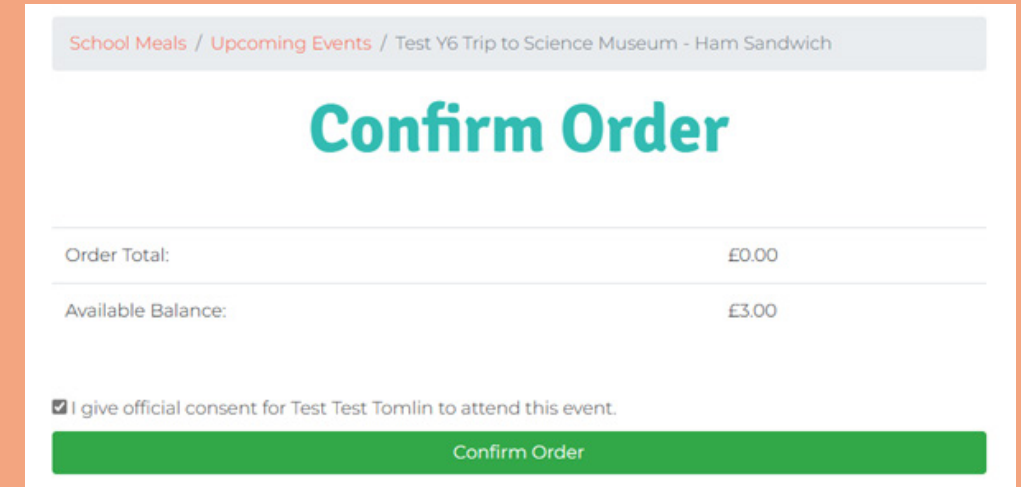
This event is not suitable for pupils with the below allergies / dietary preferences

- Cereals containing gluten
- Soya

[Back](#)

[Book](#)

5. YOU THEN NEED TO CLICK ON THE TICK BOX TO GIVE CONSENT, THEN CLICK THE GREEN **CONFIRM ORDER** BUTTON.



The screenshot shows a web page for confirming an order. At the top, a breadcrumb trail reads 'School Meals / Upcoming Events / Test Y6 Trip to Science Museum - Ham Sandwich'. Below this is a large green heading 'Confirm Order'. A table displays the order details: 'Order Total: £0.00' and 'Available Balance: £3.00'. Below the table, there is a checkbox labeled 'I give official consent for Test Test Tomlin to attend this event.' which is checked. At the bottom, there is a prominent green button labeled 'Confirm Order'.

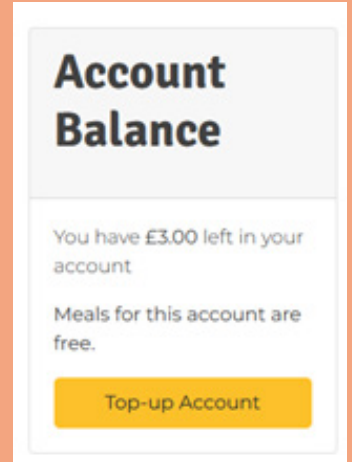
Order Total:	£0.00
Available Balance:	£3.00

☒ I give official consent for Test Test Tomlin to attend this event.

[Confirm Order](#)

6. THE PACKED LUNCH IS NOW BOOKED; YOU CAN VIEW, AMEND OR CANCEL THE ORDER BY CLICKING ON THE **DETAILS** BUTTON.

7. IF YOU NEED TO TOP UP YOUR ACCOUNT, YOU CAN DO THIS BY CLICKING ON THE YELLOW **TOP-UP ACCOUNT** BUTTON.



8. PLEASE REMEMBER TO **CANCEL** YOUR MAIN HOT MEAL IF YOU HAVE BOOKED ONE.

