

Dear parents,

Following the indexation of 1<sup>st</sup> January 2022, the European School and Sodexo would like to take this opportunity to inform you about the catering service applicable during the second term of the 2021-2022 academic year.

As a reminder :

- Kindergarten students take their meals at the European School on Mondays,
- Primary students on Mondays and Wednesdays.

The registration on our website ([www.sodexoeducation.lu](http://www.sodexoeducation.lu)) **is mandatory for all the children** to ensure the smooth running of meals.

You have the possibility to register your child or children for :

- Hot meal (starter, hot dish and dessert)
- Tartiniste (sandwiches)

For any hypoallergenic meal request, a medical certificate or PAI must be attached in order to be examined by our dietitian and determine suitable solution for your child. If you need more information about our procedure, you can access to it on the dedicated page of our website.

## REGISTRATION PRICES

Please find below the registration fees for the catering service applicable during the 2021-2022 academic year:

			09/01/21-12/17/21	01/03/22-04/08/22	04/25/22-07/01/22
	Cycle	PU	1st term	2nd term	3rd term
Nursery	M1/M2	5,05 €	63,70 €	65,65 €	35,35 €
	Tartiniste	0,00 €	/	/	/
Primary	Primary 1	5,05 €	132,30 €	131,30 €	80,75 €
	Primary 2	5,05 €	132,30 €	131,30 €	80,75 €
	Primary 3	5,60 €	147,15 €	134,40 €	101,25 €
	Primary 4	5,60 €	147,15 €	145,60 €	90,00 €
	Primary 5	5,60 €	147,15 €	156,80 €	90,00 €
	Tartiniste	0,00 €	/	/	/

*NB: The prices are subject to change depending on the evolution of the sanitary situation.*

*The prices for the third term will be communicated later.*

The registration for the catering services will follow those three steps:

### STEP 1: REGISTRATION

Registration for our catering services must be done through our website [www.sodexoeducation.lu](http://www.sodexoeducation.lu)

For new students, you will need to create an account for your child or children.

For former students, you will need to log into your account in order to renew the registration of your child (ren).

Note: Please replace the "ß" by "2 S"; enter surnames without accents.

### STEP 2: ONLINE PAYMENT

Make your selection for your child (ren), then pay online, by credit card.

### STEP 3: VALIDATION REGISTRATION

Once payment has been confirmed, you will receive an email confirming the registration of your child (ren).

### YOUR ONLINE ACCOUNT

You will find underneath all the features available on your online account:

- Personal information relating to the parent, and modifications if necessary
- Personal information relating to your child (ren)
- Consultation of your paid invoices

- Apply for a refund

A request for reimbursement can be submitted at the latest before the end of the quarter concerned via the reimbursement form available online on our website in the following cases:

- Consecutive absence of more than 2 weeks. A copy of the medical certificate must be attached to your request.
- For permanent departure from the school. The meals not consumed over the term will be reimbursed

Yours faithfully,

A handwritten signature in blue ink, appearing to read "Martin Weidel".

Ecole Européenne Luxembourg I  
Martin WEDEL  
Director

A handwritten signature in blue ink, appearing to read "Grégory Bekaert".

Sodexo Luxembourg  
Grégory BEKAERT  
Operation Manager