

The Pantry – How To Order Lunches

The Pantry – How To Order Your Pantry Lunches

Step 1

- ❑ Go to The Pantry's home page - www.thepantrycatering.co.uk

Step 2

- ❑ Click into "School Meals Trips & Clubs"



The Pantry Catering

The journey started by taking on a small sandwich shop on a busy high street which had been established since 1987. With big ambitions for the business we started to change things straight away and within the first 6 months we were catering for companies and events that we never thought we could attract in such a short space of time.

Over a decade later and we've continued to broaden the business and now supply some of the country's most recognisable companies with various services such as corporate buffets, staff lunches and even cater for their major event days where we have fed up to 20,000 people!

We have also expanded into schools where we provide daily meals for a number of schools across the borough.

FOOD HYGIENE RATING 0 1 2 3 4 5





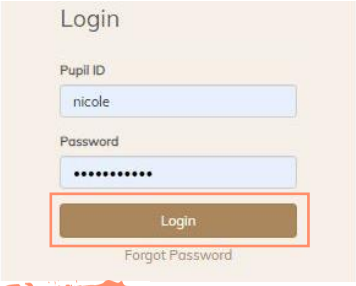




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Step 3

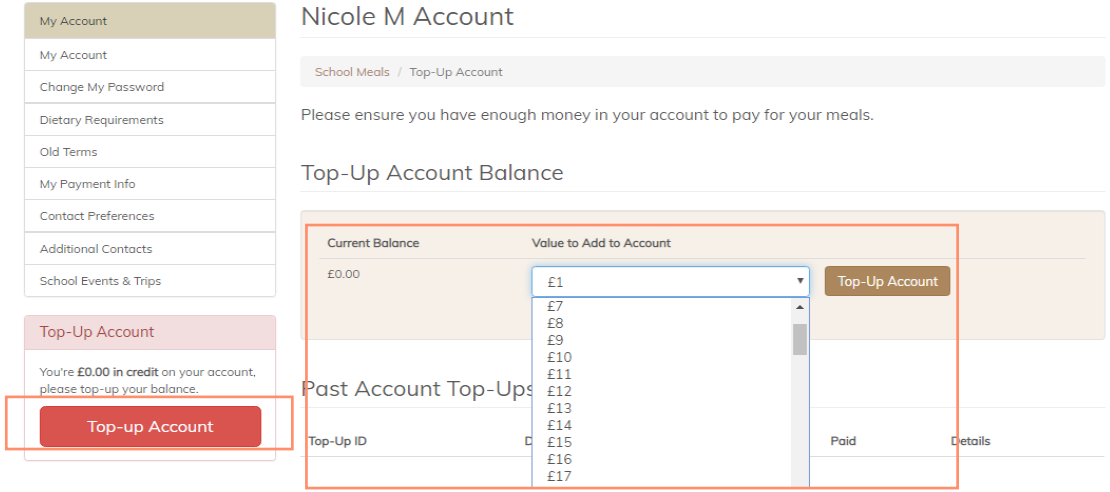
- ❑ Log into your Pantry account using your Pupil ID and password. If you have forgotten your password you can click the "Forgot Password" link, this will send you an automatic email to create a new password. If you have forgotten your password you can click the "Forgot Password" link, this will send you an automatic email to create a new password. If you have forgotten your Pupil ID you can contact our office on 020 8813 7040



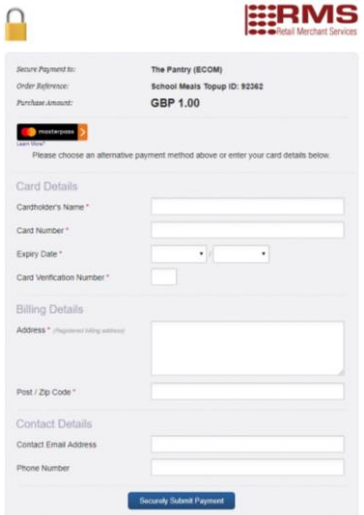
Step 4

- ❑ Once you have logged into your Pantry account, you will be taken to an ordering dashboard, you will be required to top up your balance unless you qualify for FSM. If topping up your account does not apply to you please skip to step 3.

- Select "Top Up Account", this will bring you a drop down menu to select the amount you wish to upload onto your account



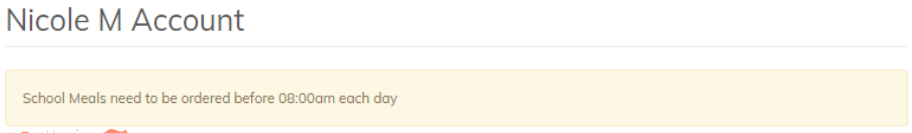
- Once you confirm your payment you will be taken to secure payment page – please enter the required fields to top up your account. Do not refresh your browser as this could lead to duplicate payments



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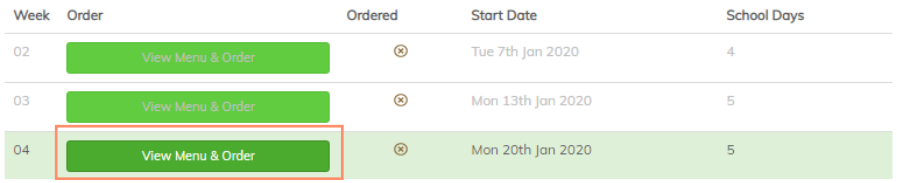
Step 5

- ❑ Now your account is topped up you can place your orders. Please take note of your schools order cut off displayed at the top of the page
- ❑ You will not be able to place orders, amend orders or cancel orders after the order cut off time

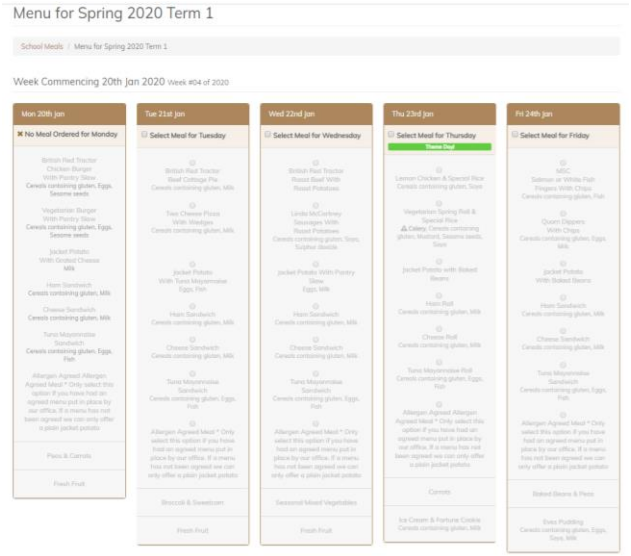


Step 6

- ❑ On your order dashboard you will see a breakdown of weekly menu's – you can order daily, weekly, monthly or termly, whichever option works best for you
- ❑ Select the "View Menu & Order" button pending the week you wish to order from – the date indicates the starting date of that week. You will not be able to view weeks that have passed already.



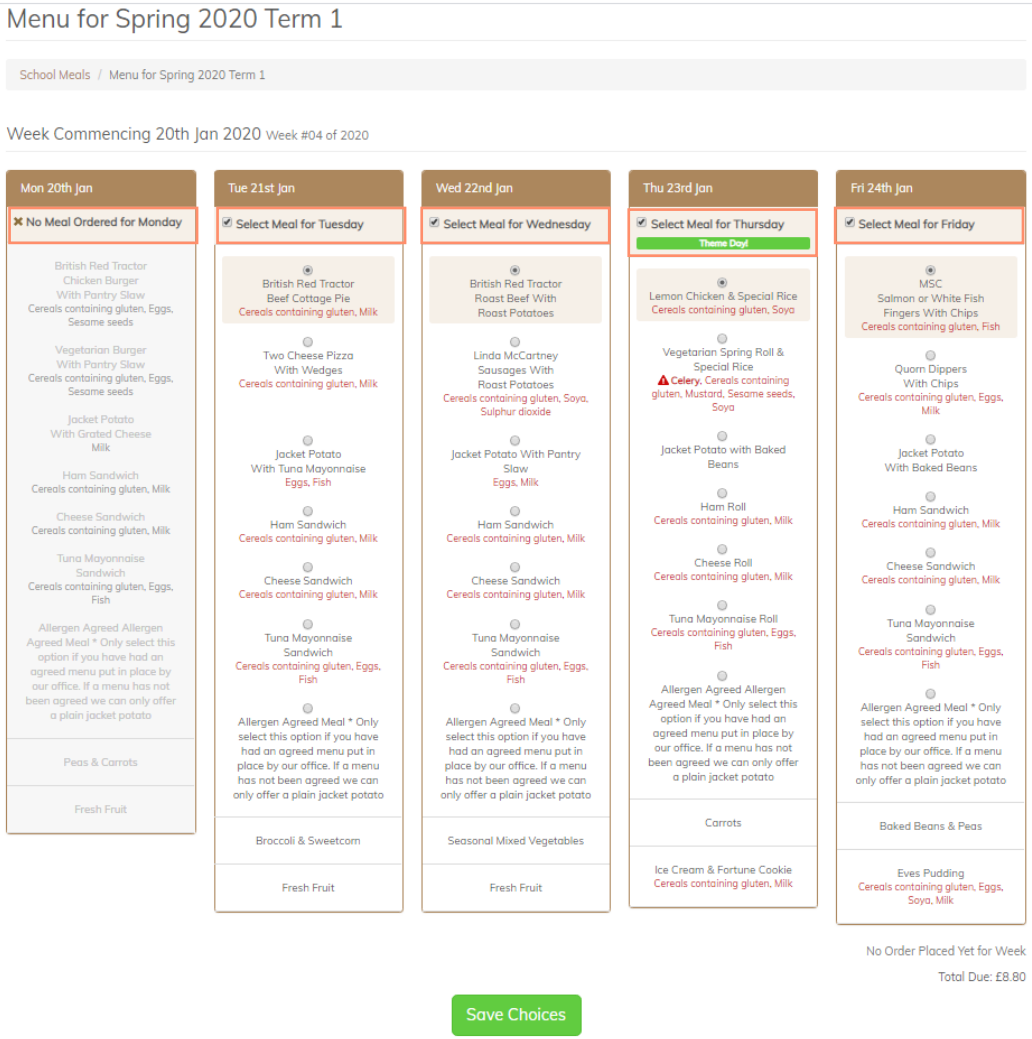
- ❑ Clicking this button will forward you to the below page for the week selected



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Step 7

- ❑ On the days you wish to order please select the tick box to load the menu.

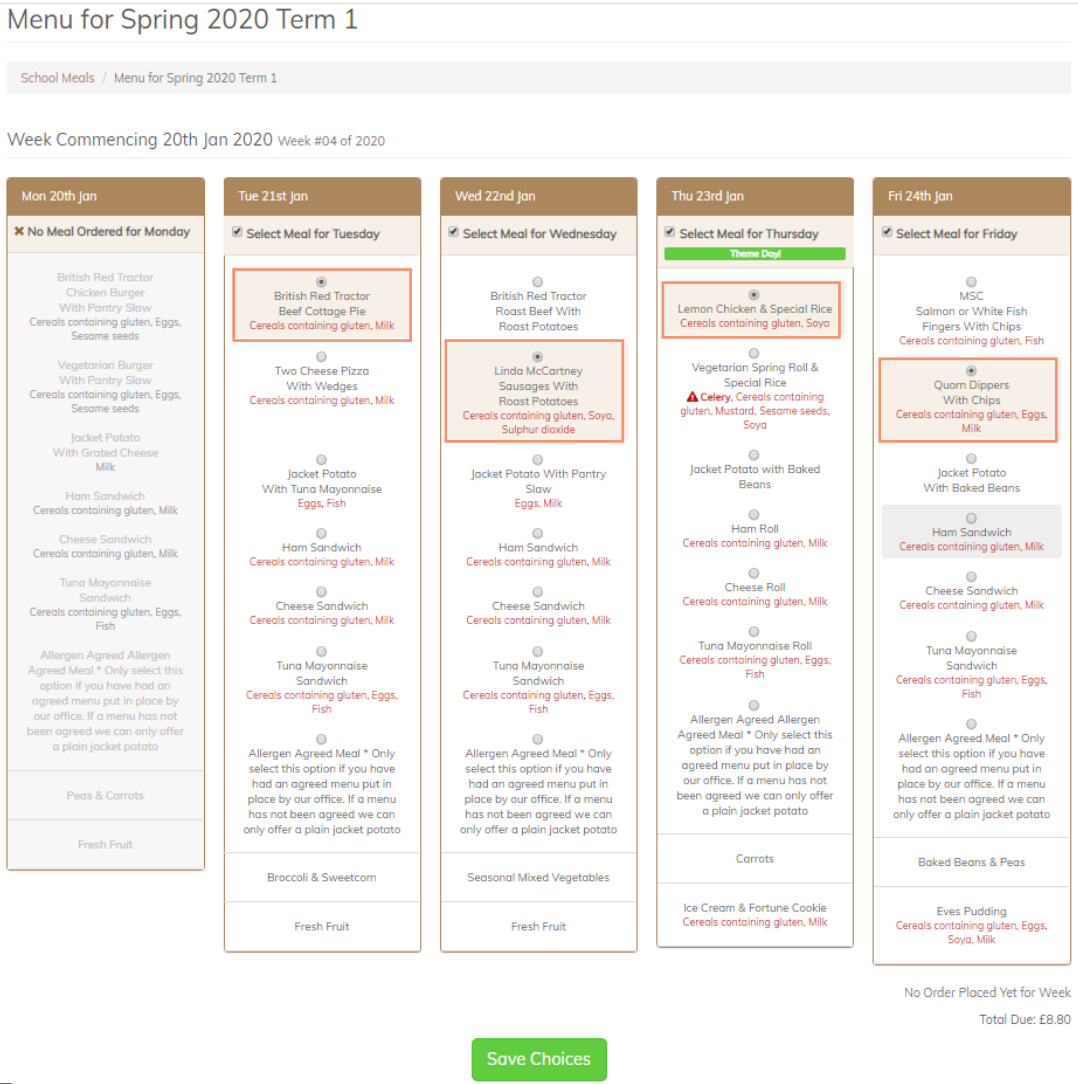


- ❑ It is very important to select this tick box as your order will not process correctly without this being done

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Step 8

- ❑ Choose the food you would like to order for your child throughout the week by clicking the small round button above each meal choice and save your choices.

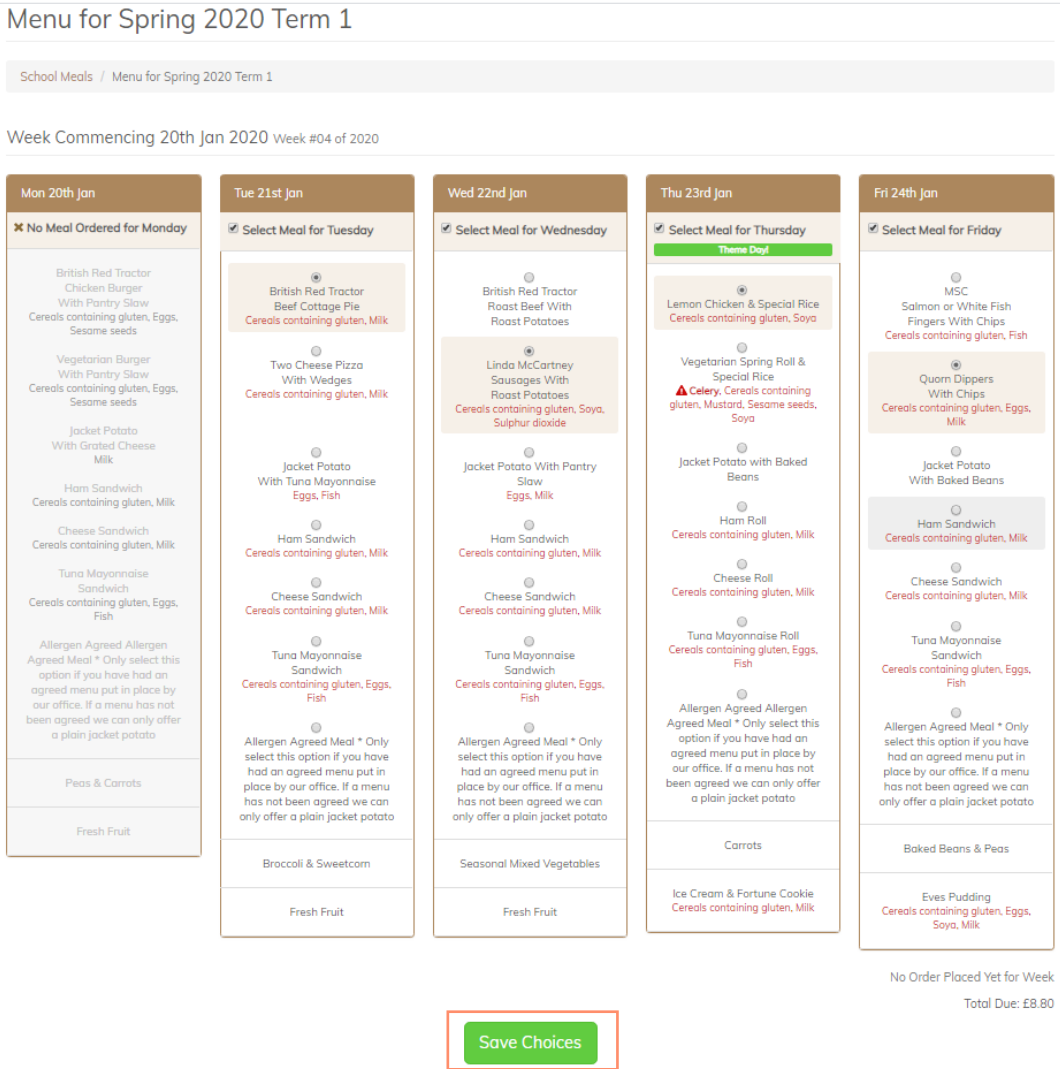


- ❑ Your child will also have access to home made fresh bread and the salad bar
- ❑ Theme days will be marked in Green

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Step 9

- ❑ Save your choices and allow the browser to load.
- ❑ Pleas ensure you do not click the back button as this could revert your order to a no order.
- ❑ It is very important to click the "Save Choices" button to send your order to the kitchen



The Pantry Office Team

Our Pantry office team are always on hand to assist you with ordering and answer any queries you may have.

If you are experiencing any problems or have a general enquiry you can always give them a call on 020 8813 7040 or send an email to office@thepantrycatering.co.uk