

A young child with brown hair and eyes is shown from the chest up, wearing a white shirt. The child is holding a piece of food, possibly a small sandwich or a piece of bread with filling, in their mouth and is about to take a bite. The background is a plain, light-colored wall.

CITIZEN SPROUT
HONEST, DELICIOUS
FOOD MADE FUN

**New Parent Ordering
Guide**

ABOUT US

Citizen Sprout is a delicious, organic, made-from-scratch school lunch delivery business.

Our aim is simple: we want to bring back the fundamentals of eating well by celebrating whole, fresh and healthful foods.

Everything is made from scratch in the Citizen Sprout kitchen in Los Angeles. We make all of our own sauces and snacks with simple, whole ingredients so that you can feel good about the food your child is eating.

Included in this packet is all the information you need to get started - including how to order, allergy information, contact information and our ordering/cancellation policies.

100% scratch-made goodness.

School Lunches 101

We've created nutritious, balanced meals that any kid would be excited to eat.



**100% Compostable
Packaging**

What's included our school meals:

**Organic
Ingredients**

**NO processed
foods or
artificial
ingredients**

**Vegetarian,
gluten-free and
dairy-free
options**

**ZERO peanuts
or tree nuts**

**Local produce
whenever
possible**

**Grass-fed, wild and
hormone/ antibiotic
free proteins**

What about sizing?

We offer two sizes

“Little Kid”

Suggested for our preschool -
elementary students

“Big Kid”

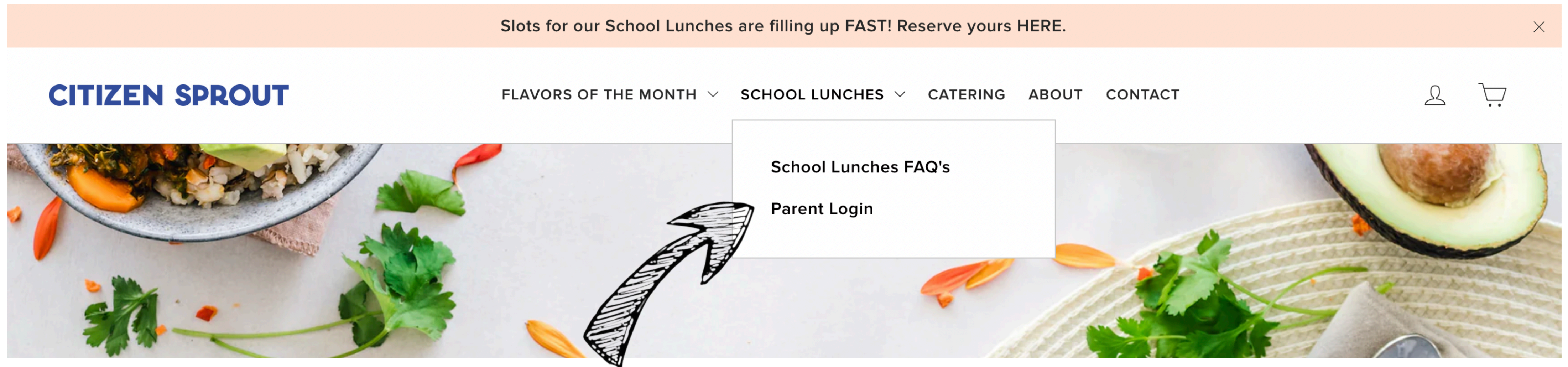
Suggested for our middle school -
high school students



How to Order

Step 1)

Create your account. Visit www.CitizenSprout.com and click on the “School Lunches” header. Once you reach this page, select “Parent Login” to create your account.



Step 2)

Proceed with creating your account with your name, email and phone number and then create a profile for your child / children.

For each child, please select their school or camp, as well as the grade or group. A grade or group is required for each child.

* Note, if your child is already enrolled in our program with their school, but is going to camp, simply update their profile with their camp name and group for the duration of their camp time. You can always switch back to their school when they return.

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



Step 3)

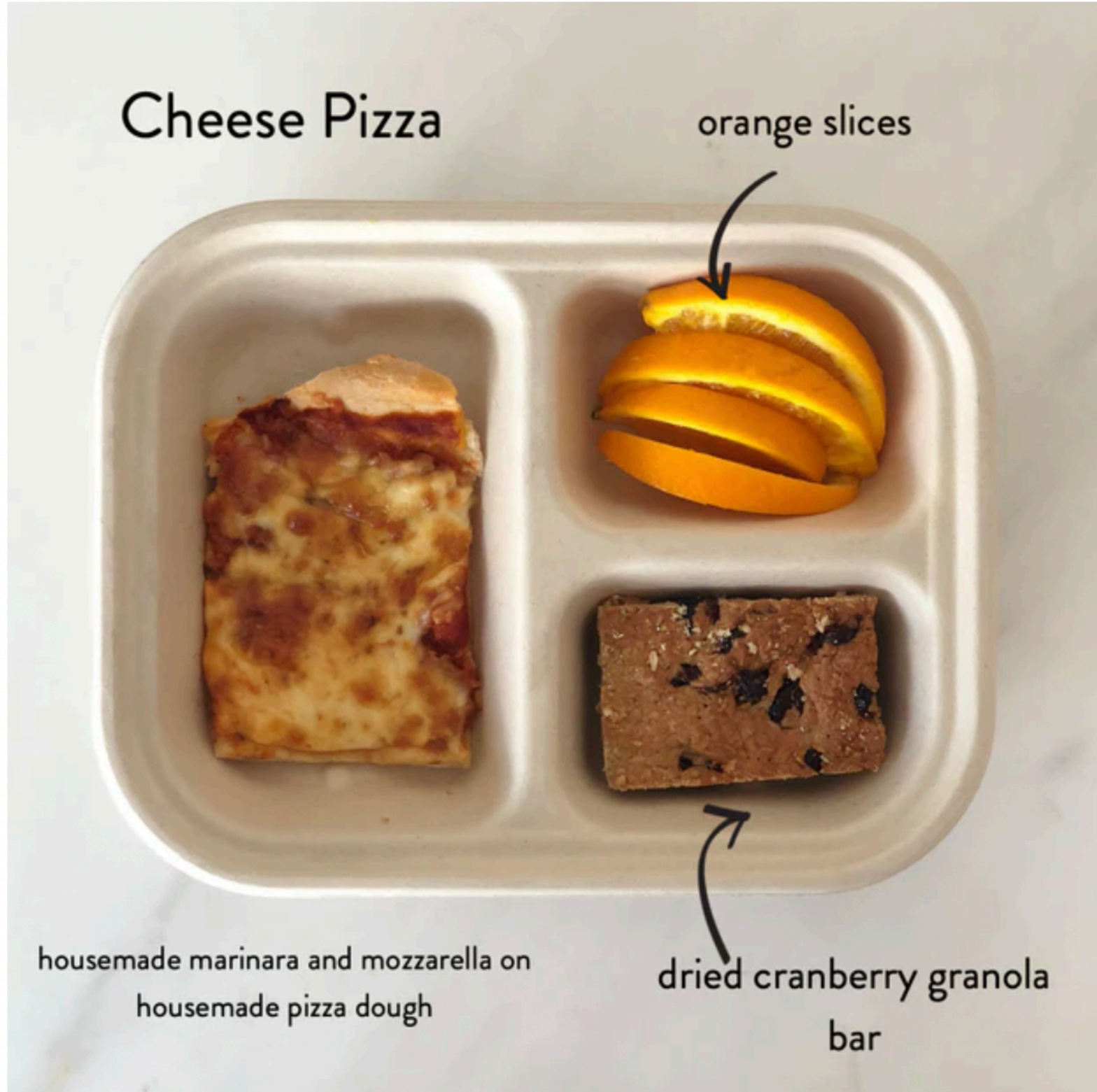
Once you're set up, click "SAVE" and head back up to the "Flavors of the Month" drop down on the header.

Select the menu of the month you'd like to see

The screenshot shows the Citizen Sprout website interface. At the top, there is an orange notification bar that reads: "Slots for our School Lunches are filling up FAST! Reserve yours HERE." with a close button (X) on the right. Below this is the navigation header. On the left is the "CITIZEN SPROUT" logo. In the center are navigation links: "FLAVORS OF THE MONTH" (with a dropdown arrow), "SCHOOL LUNCHES" (with a dropdown arrow), "CATERING", "ABOUT", and "CONTACT". On the right are icons for a user profile and a shopping cart. A dropdown menu is open under "FLAVORS OF THE MONTH", showing "January 2024 Menu" and "February 2024 Menu". A hand-drawn arrow points from the left towards the dropdown menu. Below the navigation is a light gray banner with the text: "Please enter your child's name and school [here](#) before placing your order. Once this is set, you can view the school lunch options [here](#)." To the right of the banner is a "My Account" button. In the top left of the banner area, there is a breadcrumb trail: "Home > My Account > Dashboard".

Step 4)

Your ready to start ordering! The whole month's menu will appear. Click the days you'd like to order. Once you're in the day's menu, you can make your selection for your main meal through the drop down. Snacks, drinks, allergies, add ons can all be added towards the bottom of the page.



February 2nd, Fri

MEAL

- ✓ Cheese Pizza (V)
- Cheeseburger Sliders w/ Ketchup
- Hot Dog w/ Ketchup
- Bean + Cheese Burrito (V)
- Cheese Quesadilla (V)
- Macaroni + Cheese (V)
- Buttered Noodles (V)
- Grilled Cheese (V)
- Sunbutter + Jam (V)
- Caesar Salad
- Bento Box 2 (V) - one size
- Meat + Cheese Plate - one size
- Ham & Cheese Croissant Sandwich + Snap Pea Crisps + Fruit Side
- California Roll w/ Tamari - one size
- Cucumber Avocado Roll w/ Tamari (V) - one size
- Shrimp Tempura Roll
- Turkey Cheddar Mayo Avocado Sandwich



Once you've created your order, select the child and hit "ADD TO CART". If you have multiple children, no need to exit out of the page. Simply navigate back up to the top, select another meal, select the child and hit "ADD TO CART". You can proceed straight to the next days menu by clicking "NEXT DAY".

\$ 10.00

SELECT CHILD PROFILE



Selected: Georgiana Curtis / St Martin of Tours School

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



NEXT DAY >

ADD TO CART

SEE NEXT DAY MEALS

\$ 10.00

SELECT CHILD PROFILE



Selected: Georgiana Curtis / St Martin of Tours School

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



NEXT DAY >

ADD TO CART

SEE NEXT DAY MEALS

If your school or camp is closed that day, the below message will appear.

SELECT CHILD PROFILE

A B

Selected: Georgiana Curtis / St Martin of Tours School

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

St Martin of Tours School is either closed or has no lunch service on this day. Please check your school's calendar and proceed to the next day.




NEXT DAY >

ADD TO CART SEE NEXT DAY MEALS



Step 5:

Proceed to check out and payment. Please check that ALL information is correct. And VOILA! Your order has been placed.

		QUANTITY	TOTAL
 <p>Cheese Lasagna cheesy garlic bread fruit salad rigatoni lasagna noodles, homemade meatless sauce, ricotta and mozzarella cheese</p>	<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>	 <input data-bbox="1825 630 1962 711" type="text" value="1"/>	\$ 7.00
 <p>Sour Cream + Onion Potato Chip Chicken Fingers carrot coins blueberry yogurt May's organic chicken baked crisp with sour cream * onion potato chips and parmesan sauce * served with housemade ranch</p>	<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>	<input data-bbox="1825 1166 1962 1247" type="text" value="1"/>	\$ 10.00



The Details & FAQs

Do I need to commit to a certain amount of days? Ordering is a la carte! Parents do not need to commit to a certain amount of days in the week or month.

How late can I place my order? Order cut off time is 11pm the night before. Same day orders are available for a \$2 fee and must be submitted before 7am via email.

How does delivery work? Our trusty drivers deliver your child's meals warm directly to your school in time for lunch!

What if my child has a special allergy? We take allergies very seriously and maintain a completely nut free kitchen. In addition, we can accommodate dietary restrictions such as dairy and gluten free. If your child has further needs, our staff is available to chat and determine if the program is a fit for your child.

What if I need to cancel?: Cancellations are accepted until 7am day off and will receive a credit towards a future order. Please send your request via email to hello@citizensprout.com

My school has set certain dietary restrictions. How do I know what to order?: We have the same menu available for all our schools. It is the responsibility of the parent to order per their school's dietary policies.

What if I want to show the staff a little extra appreciation? Can I add gratuity to my order? It takes a lot to make our little business tick and we not only depend on the hard work of our staff, but also their passion and dedication to the Citizen Sprout mission. Your gratuity goes a long way in showing them your appreciation for what they do. We appreciate you considering at least a 15% gratuity per order, which can be added at check out.

Contact Info

Our amazing staff members are ready and willing to help with any questions you may have.

Email: hello@citizensprout.com

Call & Text: (424) 209 - 7290

Monday - Friday
6am - 4pm