



**Comune di Villa Carcina
Provincia di Brescia
Area Servizi alla Persona – Servizi Scolastici**
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**INFORMATION NOTICE REGARDING REGISTRATION FOR THE
PRIMARY SCHOOL CANTEEN SERVICE
SCHOOL YEAR 2026/2027**

The school canteen service for primary school is guaranteed for students according to the academic calendar and the timetable model chosen during the enrollment stage in the Comprehensive Institute, and it contributes to making effective the right to education and fulfillment of compulsory schooling.

HOW TO SIGN UP

Applications must be submitted **from 13/02/2026 to 16/03/2026** exclusively online by accessing the parents' portal at the following link:

<https://www3.eticasoluzioni.com/villacarcinaportalegen/> in accordance with the terms and procedures that will be communicated through the information channels of the Municipality of Villa Carcina (official website, WhatsApp channel, Facebook, etc.).

STUDENTS FIRST GRADE SCHOOL YEAR 2026/2027: COMPULSORY CANTEEN

Enrollment in timetable form:

✓ **FULL TIME (40 HOURS) First Grade -Carcina Primary School and First Grade -Villa Primary School with compulsory canteen service**

For each student, an application for enrollment must be submitted as indicated above from 13/02/2026 to 16/03/2026

STUDENTS FIRST GRADE SCHOOL YEAR 2026/2027: NON COMPULSORY CANTEEN

Enrollment in timetable form:

✓ **28 HOURS First Grade – Cogozzo Primary School with NON-compulsory canteen service on Monday to Thursday**

✓ **27 HOURS First Grade – Villa Primary School, with NON-compulsory canteen service on Wednesdays only**

Those who intend to use the service must submit the application for enrollment from 13/02/2026 to 16/03/2026 as indicated above

STUDENTS SECOND THIRD FOURTH GRADE SCHOOL YEAR 2026/2027: NON COMPULSORY CANTEEN

Enrollment in timetable form:

- ✓ **30 HOURS Second, Third, Fourth and Fifth Grade – Cogozzo Primary School, NON-compulsory canteen service, from Monday to Friday**
- ✓ **30 HOURS Second, Third, Fourth and Fifth Grade – Carcina and Villa Primary Schools, NON-compulsory canteen service, from Monday to Friday**
- ✓ **27 HOURS Second and Third Grades – Villa Primary School, NON-compulsory canteen service on Wednesdays only**
- ✓ **29 HOURS Fourth and Fifth Grades – Villa Primary School, NON-compulsory canteen service on Mondays and Wednesdays**

Those who intend to use the service must submit the application for enrollment from **13/02/2026 to 16/03/2026** as indicated above

Important notes:

Enrollment in the canteen service has to be completed for students enrolled in the first grade with a full time timetable with compulsory canteen service, too.

Those who wish to make optional use of the non-compulsory canteen service must submit the application exclusively online from 13/02/2026 to 16/03/2026. Enrollment is valid for the 2026/2027 school year and failure to submit an application will automatically be interpreted as non-request of the service.

If the number of applications exceeds the maximum number of available canteen places, a ranking list will be made, giving priority to students with both parents working, or sole working parent in single-parent households, and based on the chronological order of application submission.

Applications submitted after the deadline will automatically be placed on a waiting list and may be considered depending on places availability and service organization, thus acceptance will be communicated only after the assessment process and before the beginning of the school year.

The maximum number of admissible applications is defined according to structural standards and canteen groups that will be established by the Comprehensive Institute, considering available teaching staff for supervision as specified below:

- Villa primary school: n. 99 students
- Villa primary school 27 hour timetable: Wednesday n. 81 students – Monday n. 54 students
- Carcina primary school: n. 54 students
- Cogozzo primary school: n. 81 students

APPLICATION METHODS

Applications must be submitted **from 13/02/2026 to 16/03/2026** exclusively online on the parents' portal at:

<https://www3.eticasoluzioni.com/villacarcinaportalegen/> according to the terms and detailed procedures communicated through the Municipality of Villa Carcina's information channels (official website, WhatsApp channel, Facebook, etc.).

FEES AND PAYMENTS

The service requires a financial contribution from families based on fees determined by the Municipal Council during the approval process of the 2026/2027 Plan for the Right to Education. Resident users are required to pay the established fee, with, however, the possibility of requesting reduced rates. Non-residents users will be charged the maximum cost per meal.

Users must provide for an advance payment through an electronic system directly to the contracted company, which, in the case of non-payment, is entitled to suspend the service or initiate **debt recovery procedures**.

ATTENDANCE

Enrollment in the canteen service implies automatic booking of meals for the entirety of the school year, excluding days not included in the academic calendar. In case of absence, meal cancellation must be made by the parent through the reserved online area by 9:00 a.m. on the day of service. If the cancellation is not made by 9:00 a.m., the cost of the meal will be charged. The meal will also be charged if the pupil is picked up from school after 9:00 a.m. for any reason. Furthermore, for students enrolled in classes with a non-compulsory canteen service, enrollment implies regular and consistent attendance. If attendance falls below 50% during the period considered (except in cases of simultaneous absence from school lessons), the School Services Office reserves the right to review admission to the service.

MENU AND SPECIAL DIETS

Menus are prepared in compliance with current regulations on collective catering, ATS Brescia guidelines, constraints related to transported meals, and the “Guidelines for School Catering of the Lombardy Region.”

In cases of food intolerances, allergies, medical conditions, and/or ethical/religious reasons, a request for a special diet may be submitted to the Municipal School Services Office before the start of the school year, using the form available on the website www.comune.villacarcina.bs.it. In cases of food intolerances, allergies, medical conditions, or ethical/religious reasons, a request for a **special diet** may be submitted to the Municipal School Services Office before the start of the school year, using the form available on the website www.comune.villacarcina.bs.it. For medical diets, the request must be accompanied by original medical certification issued by family pediatricians and/or specialist doctors, specifying the allergy, intolerance, or medical condition. Special diets will be prepared by the dietary service of the contracted catering company and implemented within five working days from submission of documentation. Requests are valid only for the relevant school year and must be renewed annually. If necessary, a “bland diet” may be requested for a maximum of three consecutive days, exclusively in exceptional cases requiring temporary dietary caution.

WITHDRAWAL FROM THE SERVICE

In the event that withdrawal from the optional service becomes necessary during the school year, prior written notice must be submitted to the School Services Office. Cancellation may also be carried out ex officio in cases of withdrawal from school attendance.