

# WHAT I MUST DO TO EAT AT SCHOOL



**1. SIGN UP FOR THE CANTEEN SERVICE** by connecting to the web page <http://portale.pastel.it/> and clicking on Registration

**Wait for the registration confirmation sms/e-mail** (if you do not find it in your incoming mail, check your spam or junk mail folder)

**Be careful:** registration is required even if you think you are exempt from the meal voucher payment.



**2. IF YOU ARE ALREADY REGISTERED** renewal is automatic

You just need to check on the website

<https://portale.pastel.it/>  
**the accuracy of the school and class and if necessary make the appropriate changes**

Otherwise, you can deactivate the service and the relative charges by clicking on – **CANCEL REGISTRATION**

## 3. HOW TO PAY

recharge your credit at our affiliated recharging points (Ames municipal pharmacies or Coop supermarket, the complete list is on our website [www.amesvenezia.it](http://www.amesvenezia.it))

or make a bank transfer (IBAN IT51M01030 02010 000061183163 reason for payment: the mobile phone connected to your Pastel account)



**4. REPORT THE STUDENT ABSENCE BY 9:00 O'CLOCK**

- via the App PASTEL MOBILE

- via phone call (check the FAQ on the website)

<https://portale.pastel.it/>



**EXEMPTION FROM THE MEAL VOUCHER PAYMENT** apply online by logging in with your SPID :

<http://www.comune.venezia.it/portale-scuole>