

March 2021

Dear Parents/Carers

Cashless Catering System

The school operates a cashless catering system which has allowed us to continue the development of the School meal service and provide us with a more efficient, faster and ultimately better quality of service. This means that no cash is accepted at the food counter till point and the way you pay for food and drink has changed.

This system incorporates the latest technology and eliminates the need for students to carry cash throughout the day. It is also biometric (see FAQ's) so there is no need for students to carry a card as the system will recognise your child via his or her thumbprint at the revaluation pay point and at the tills (see more about this below).

Similar systems have already been installed in many schools, bringing a number of other important benefits:

- Facility to pay online at a time which suits you and view payment history via a fully secure online payment system www.parentpay.com to make an electronic payment for food & drink (this will be extended to trips and other payments at a later date). See FAQ's for further details.
- Parents know that the money is spent in school, on healthy balanced meals
- Students learn about important lifestyle control by monitoring their own accounts
- Reporting facilities to monitor provision and improve overall efficiency of the meal service
- Anonymity on free school meals, increased uptake, the daily credit will be automatically assigned

An image of your child's thumb/finger will be taken. It will then be converted to a mathematical algorithm which will be used by the system to identify your child at all points in the future, while they remain at the School. The initial image is then erased and the remaining algorithm cannot be used to recreate your child's finger or thumb print. Records will then be updated ready for new students to use the system.

Any amount of money can be paid into a student's account, and any money spent on food & drink will be deducted on a daily basis.

We have two payment options available to you – **online payments or coin and note payments at the revaluation pay-point located near the Finance Office, (this is for food & drink only)**. All payment options are explained within the FAQ's attached.

Please note we cannot accept payment for food and drink by cheque.

A daily 'spend limit' of **£10** will be programmed into the system. This can be increased or decreased for an individual student by making a written request to the school Finance Office.

As per current legislation we will be operating an 'Opt In' policy and therefore require you to complete and return the attached form to the Finance Office before biometric registration can be completed. If you choose not to have your child registered they can, by exception, be given a 4 digit PIN code for identification. It will however be your child's responsibility to remember the PIN code. The preference of the School is to use biometrics as this is more secure and faster than any other method of identification and the system does not actually store anywhere the thumbprint of your child. We appreciate your co-operation with regards to this matter.

The attached information should answer any questions you may have but if this is not the case please contact a member of the Finance Team on 01993 899525/899529.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Mitchell', written in a cursive style.

Mrs R Mitchell
Business Manager