Dear Parent / Carer,

Cashless catering and approval for biometric use

Heron Hall Academy would like to use information about your child as part of our cashless catering system which uses biometric fingertip identification. We believe there are a huge number of benefits and would welcome your support to use this, but we need your consent to do so.

What is biometric information?

Biometric information is information about a person's physical or behavioral characteristic which can be used to uniquely identify them.

What and how will biometric information will be used?

So long as we have consent, the information will be collected on either a Year 7 transition day in preparation of the academic year or when the pupil starts with us. It is collected via a basic scan similar to those on most modern smartphones.

Biometric data (finger print information) is stored as a series of data points, converted from images by a mathematical algorithm. These data points cannot be used to reconstruct a useable fingerprint even with the algorithm available.

The level of detail stored in these data points is well below the level of detail needed for forensic identification of someone and would be completely inadmissible, both in terms of quality and legality, in court. The data points are encrypted before being stored.

Once enrolled onto our system, as each pupil enters the canteen or outside food kiosk, they will place their finger on a scanner to make a payment for their food via their pre-payed account as opposed to using cash.

In line with requirements of GDPR and the Data Protection Act 2018, the information will not be used for any purpose other than the cashless canteen or outside food kiosk and cannot be shared without consent unless we are required to do so by law.

Where will this information be stored and for how long?

All schools and academies are obliged to comply with data protection law and as such any information about a pupil will be held securely on our server.

We will retain this information whilst a pupil attends Heron Hall Academy. As soon as your child permanently leaves the academy, this information will be securely deleted.

Benefits of a cashless system include: -

- Pupils entitled to free school meals cannot be identified plus parents / carers can still top up their child's account for the purchase of additional snacks or drinks.

- By ensuring that all money is loaded on to an account, your son / daughter will be unable to make purchases off site at local shops.

- Removes many of the associated issues found when using cash in an academy or school (such as theft or bullying)

- The system has the added benefit of speeding up the lunch time queues which will mean pupils spend far less time queuing

- Pupils will effectively learn how to budget which is an important life skill

- We can use canteen data to anonymously monitor eating trends which allows us to effectively manage and order stock

- Parents / carers can limit their son / daughter's daily spend if they wish

- If parents request, we can generate reports which allow them to see what their son / daughter has been eating and the cost

Advantages of a cashless system which uses fingertip recognition: -

- Fingertip recognition is a far quicker pupil identifier.

- Cards can get lost and there would be a consequential cost for a replacement.

- Prevents the opportunity of cards being passed around to other pupils (which can lead to incorrect data on students and / or the possible spending of other students' money)

- Pupils would be able to use the canteen at one of our primary academies should an event be arranged at another of our sites where the cashless system is also in operation.

Providing your consent: -

We hope that this letter has reassured you that this technology is very safe. It is commonly used within many schools and academies both in Enfield and across the UK.

However, in order for us to use your child's biometric information we require the written consent of at least one parent.

This consent can be withdrawn at any time in writing. Additionally, consent given by one parent will be overridden if the other parent objects and informs us in writing. Alternative arrangements will be in place for those who do not consent to the use of biometrics.

It is also important to remember it is the pupil's data that is being processed and they too may object to our use of their biometric information and withdraw their consent once they are competent to understand its use; this is especially true of older pupils at secondary academies.

We would therefore be grateful if you could sign and return the enclosed permission form at your earliest convenience. We are happy to answer any questions you may have before doing so.

CHAT	Consent form for the use of biometric information	Heron Hall ACADEMY

I have read the guidance letter and consent to CHAT Academies collecting information from the fingerprint of my child for use as part of an automated biometric recognition system for the cashless payment at the academy canteen.

I understand that I can withdraw this consent at any time in writing.

First name of pupil ....

Surname of pupil ....

Pupil's date of birth ....

First name of parent ....

Surname of parent ....

Parent signature ....

Date ....