

All Saints Catholic College

A Voluntary Academy

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Headteacher: Mr A Diamond
Executive Headteacher: Mr J Cornally

Be inspired. Be excellent. Succeed.

June 2021

Dear Parent/Carer

Biometric Cashless Catering System

All Saints Catholic College would like to use information about your child as part of an automated (i.e. electronically-operated) recognition system. This is for the purpose of our cashless catering system. The information from your child that we wish to use is referred to as 'biometric information' (see next paragraph). Under the Protection of Freedoms Act 2012 (sections 26 to 28), we are required to notify each parent/guardian of a child and obtain written consent of at least one parent before being able to use a child's biometric information for an automated system.

Biometric Information and how it will be used

Biometric information is information about a person's physical or behavioural characteristics that can be used to identify them; for example, information from their fingerprint. The school would like to take and use information from your child's fingerprint and use this for the purpose of providing your child with a cashless way of paying for their school meals.

The information will only be used as part of an automated recognition system. This system will take measurements of your child's fingerprint and convert these measurements into a template to be stored on the system. An image of your child's finger is not stored. The template of measurements is what will be used to permit your child to purchase food from the cafeteria.

You should note that the law places specific requirements on schools when using personal information, such as biometric information, about pupils for the purposes of an automated biometric system.

For example:

- a) The school cannot use the information for any purpose other than those for which it was originally obtained and made known to parent(s) (i.e. as stated above)
- b) The school must ensure that the information is stored securely
- c) The school must tell you what it intends to do with the information
- d) Unless the law allows it, the school cannot disclose personal information to another person/body

Providing Consent/Objecting

As stated above, in order to be able to use your child’s biometric information, the written consent of at least one parent is required. However, consent given by one parent will be overridden if the other parent objects in writing. Similarly, if your child objects to this, the school cannot collect or use his/her biometric information.

You can also object to the proposed processing of your child’s biometric information at a later stage or withdraw any consent you have previously given. Please note any consent, withdrawal of consent or objection from a parent must be in writing.

Even if you have consented, your child can object/refuse at any time to their biometric information being taken / used. His/her objection does not need to be in writing. We would appreciate it if you could discuss this with your child and explain to them that they can object to this if they wish.

We are happy to answer any questions you or your child may have.

Please note that when your child leaves the school, or if for some reason he/she ceases to use the biometric system, his/her biometric data will be securely deleted.

Yours sincerely



Miss G McFadden
Finance Director / Data Protection Officer
All Saints Catholic College

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To: All Saints Catholic College

Having read the guidance provided to me by All Saints Catholic College, I give consent to information from the fingerprint of my son/daughter being taken and used by All Saints Catholic College as part of the cashless catering system commencing September 2021.

I understand that I / we may withdraw this consent at any time, in writing.

Child’s Name **Form**

Name of Parent / Carer **Relationship to Child**

Signature **Date**