

Biometric Cashless Catering System

We operate a biometric cashless catering system at the Oasis Academy Immingham. The system has been running since June 2009 and we feel that the Academy has benefited from the introduction of a biometric cashless system.

The main benefits of the biometric cashless system are to:

- Further enhance the Academy's drive to promote healthy eating – the students are able to monitor their nutritional intake.
- Improve further the efficiency of service, with faster delivery.
- Ensure complete confidentiality for free school meal entitlement – daily credit will be automatically assigned.
- Make it easier for parents to pay: payment will be by credit/debit card, online and cheque so negating the need for students to carry cash.
- Give parents confidence that money given for food purchased at the Academy will be used for that purpose.
- Allow the Academy caterers to monitor their provision enabling them to be more responsive to the requirements of customers.

However, with effect from September 2013 it is a requirement to obtain Parental permission in order to collect student data for use with our biometric system.

The data will be treated with appropriate care and comply with the data protection principles as set out in the Data Protection Act 1998.

It is, therefore, extremely important that you complete, sign and return the attached consent form (on page 18) to us as soon as possible, as your permission is required for this academic year.

We can now take payments by debit or credit card, in the Academy or via the telephone. There is no admin charge for debit card payments but credit card transactions will incur a 0.50p charge.

Payment via cheque can also be made, but due to the Academy's banking system, these may not be presented for up to two weeks – cheques should be made payable to OCL Immingham and handed in at the Student Information Point.

We strongly advise that parents pay by credit/debit card, online and cheque but students will be able to use cash at the revaluation machines in the Academy if required. However, we must stress that cash is not accepted at the tills in the canteen.

Please do not hesitate to contact the Academy should you have any queries.

Yours sincerely

A handwritten signature in blue ink that reads 'G. C. Appleyard'.

Mrs Gill Appleyard

Finance Manager

Biometrics Information for Parents/Carers

- **Do you record images of fingerprints?**

No. It is our policy never to store images of fingerprints anywhere on the system. Only mathematical representations of certain points of interest are recorded, typically between ten and forty depending on the characteristics of the finger. This information is encrypted and is called a template. This data is extremely secure in its encrypted form but even if it were not encrypted it is impossible to recreate the original image of the finger from this data. By scanning an image of your child's fingerprint we can turn this information into a unique number. This unique number will then be used to replace their current swipe card.

- **Can fingerprints be used by the police or account of law?**

No, we do not store an image of their fingerprint. The recorded templates are comprised of a set of numbers which represent each person. This set of numbers will be unique within populations of hundreds, or a few thousand, people. However, in the wider population the system is not accurate enough for the templates to be usable for forensic matching with any degree of certainty. A court of law would never be able to use this information as evidence.

- **What happens when my child leave the Academy?**

As part of the Oasis Policy all data will be removed from the system once the student has left the Academy.

- **How secure is the stored data?**

Students, parents and staff can rest assured that the fingerprint images cannot be used by any other source for identification purposes. The system uses an image of the fingerprint to create a unique number and then discards the fingerprint from the system; only the numbers remain and these cannot be reinterpreted back into a fingerprint image.

- **What would happen if somebody stole the data in some form?**

The database is protected by a license key, which means that the database and any backup of its contents can only be accessed on licensed hardware. The licensed hardware is stored in the Academy's own secure facility, so that the encrypted data is only available to the registered licensee. Even if an Academy's security were to be compromised and a backup of the database stolen, the encrypted data would still be unreadable, even by another.

- **If I object to my child's fingerprint biometrics being taken, what will happen?**

The Academy will issue any student who wishes to opt out of the biometric system with an alternative method of identification. Biometric system works with a number of identification methods, including smartcards, PIN numbers, passwords and name and photo lookup.

- **Accessibility – Will there be any alternative for students who are unable to provide biometric data for some reason?**

Alternative identification methods, such as name and photo look-up, where required will be made available in Biometric systems. Students unable to provide biometric data can opt to use one of these methods, as can any student who prefers not to use biometrics.

Biometric System:

I give / do not give permission for my son / daughter data to be used for the academy biometric cashless catering system.

DECLARATION: The data will be treated with appropriate care and comply with the data protection principles as set out in the Data Protection Act 1998.

Signature: _____ Parent/Guardian Date: _____