



The Redhill Academy

Redhill Road, Arnold

Nottingham NG5 8GX

tel: 0115 9261481

fax: 0115 9676922

e-mail: admin@theredhillacademy.org.uk

www.theredhillacademy.org.uk

Principal: Andrew Burns BSc MEd
Head of School: Neil Matthews BA

Dear Parent

Biometric Cashless Catering System

We use a voluntary biometric recognition system at the school for students to pay for their school meals, linked to the ParentPay Online payments system.

We find this provides the school with a number of very significant benefits in catering including:

- Reduction in administration time and cost dealing with lost or forgotten cards
Please note that replacement cards will be charged at £2 each
- Reduction in the need for cash handling
- Students do not have to remember to bring a card
- Reduction in queuing time

In order to comply with the provisions of the Protection of Freedoms Act 2012 we need written permission from a parent for any biometric information collected after September 2013.

It is very important that you respond to this request to allow the school to fulfil its legal obligation and to provide quick and easy access for your son/daughter to the school catering service.

If you would like more information or the chance to discuss this further, please feel free to contact me by email at j.warren@theredhillacademy.org.uk

Yours faithfully

Mr J Warren
Business Manager

IMPORTANT NOTES FOR PARENTS

Background to the use of biometrics in school

For the sake of clarity, biometric information is information about someone's physical or behavioural characteristics that can be used to identify them. There are many possible biometrics, including for example, a digital photograph, fingerprint, or hand shapes. As part of our identity management systems, we currently record a biometric measurement taken from a finger, but not a fingerprint image. The information is stored in a highly secure database and is only used by the school to confirm who is using a range of services. In future we may use other biometric services where appropriate.

Our chosen solution allows us to use a secure database holding biometric data for use with a range of services. This means we store the least amount of data possible. This reduces the risk of loss of data.

The data that is held cannot be used by any other agency for any other purpose.

The school will not use the biometric information for any purpose other than that stated above. The school will store the biometric information collected securely in compliance with the Data Protection Act 1998. The school will not share this information with anyone else and will not unlawfully disclose it to any other person.

Current Legislation – The Protection of Freedoms Act 2012

This legislation requires schools to:

Inform parents about the use of the biometric systems in the school and explain what applications use biometrics.

Receive written permission from one parent if the school is to process biometrics for their child.

Children under 18 who do not have permission from the date the legislation comes into force, September 2013, will not be able to have biometric information processed for use with existing or new biometric services in the school without the necessary consent.

Should you agree to your child using the biometric system, it is important that you return the signed consent form below as soon as possible. Please note that when he/she leaves the school, or if for some other reason he/she ceases to use the biometric system, his/her biometric data will be permanently deleted.