

## **BIOMETRIC CATERING SYSTEM**

As you may be aware, we use a voluntary biometric recognition system at the School for the cashless catering system.

We find this provides the School with a number of very significant benefits including:

- Students do not have to remember to bring a card
- Reduction in administration time and cost dealing with lost or forgotten cards
- Reduction in the need for cash handling
- Reduction in queuing time

In order to comply with the provisions of the General Data Protection Regulations 2016, we need consent from a parent in order for students to use the biometric system. A consent form is provided below for you to complete.

If you would like more information or to discuss this further, please feel free to contact Mrs Phillips, School Business Manager on 0151 336 3902 x340

Once your child ceases to use the biometric recognition system, his/her biometric information will be securely and permanently deleted by the School.

### **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 i.e. library management, printing, door access and e-registration. 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. The School will not share this information with anyone else and will not unlawfully disclose it to any other person.

If you do not wish your child to use the biometric system or your child chooses to use an alternative form of identification, such as an Identity Card, we will provide reasonable alternative arrangements that allow them to access current and future services. 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 you choose to withdraw permission for your child to use the biometric system, his/her biometric data will be permanently deleted.

If you would like to discuss this in more detail, please contact Mrs Phillips, School Business Manager.