



## BIOMETRIC INFORMATION

Dear Parent/Carer,

### Fingerprint System

We have implemented a student recognition system using biometrics at Oakfield Academy for your child joining us in September 2016. Should you agree to the processing of your child's biometric information, it is important that you complete the consent form overleaf and return it with all other required documents at New Parents' Induction Evening on **Wednesday 6<sup>th</sup> JULY**. This will mean we can register their fingerprint on transfer day Friday 8<sup>th</sup> July 2016 and be ready for their first day in September. We need your permission before any transactions can take place in the cafeteria, it is vital for the consent form to be signed and submitted by this date.

This is a new, innovative system which enables parents to put money into a Parentpay account (we already use Parentpay for trips and peripatetic music.) This money is then available for your child to pay for their food at break/lunchtime by simply using their fingerprint to pay. Please note, this is the only facility available to enable your child to purchase items from the cafeteria as this is a cashless system.

This system has improved the services we offer to our students and staff significantly, with many benefits including:

- Items purchased are recorded at the till and automatically paid for via the Parentpay account
- You can see what your child selected to eat
- You can restrict the amount your child spends at break/lunchtime
- There is no need for pupils to carry cash
- Pupils will not have to remember to bring in money
- Reduction in opportunities for losing or finding alternative ways of spending cash.
- Reduction in queuing time
- You will be politely reminded if the balance runs out on your account
- Pupils in receipt of free school meals will use exactly the same system
- This is a cashless system, pupils do not have to carry money

We would like to make it clear that Oakfield Academy will comply at all times with Data Protection Act and with the provisions of the Protection of Freedoms Act 2012 regarding the use of biometric data. In order for your child to use the biometric system, one parent or guardian will need to read, sign and return the attached form.

Further information about biometrics systems can be found on the sheet overleaf.

If you would like more information or the chance to discuss this further, please feel free to contact Sarah Wells, Business Manager here at Oakfield.

Yours faithfully,

Miss E Wilkes  
Headteacher

Head Teacher: Miss Emma Wilkes | Chair to the Governors: Mr Tim Cutting

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