

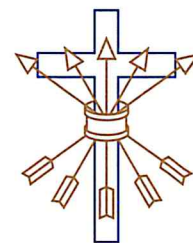
WADDES DON CHURCH OF ENGLAND SCHOOL

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Headteacher: Matthew Abbott



Tuesday 15th January 2019

Dear Parent/Carer

In line with many schools locally and nationally we are pleased to announce that we are installing a cashless catering system in February. The new system will allow us to continue with the development of the school meal service, and will provide us with a more efficient, faster and ultimately better quality of service.

This system eliminates the need for students to carry cash throughout the day. The biometric technology also means that there is no need for students to carry a card as the system will recognise the thumb of your child at the pay points and tills. A fact sheet is also attached to this letter.

We require the consent of at least one parent in order that the biometric information of your child can be processed. Please be assured that this information remains within the school and that the biometric information taken is an algorithm and not the actual finger print.

If you choose not to have your child registered they will be unable to purchase food from the restaurant. However, cash can still be used for drinks and snacks from the vending machine.

We will commence operating the system on Monday 25th February 2019, after which time no cash will be accepted at the till points. All students and staff will be given training on how to use the system. However, in brief the following summarises key information.

- Any amount of money can be paid into a student's account, and any money spent on food and drink will be deducted on a daily basis.
- We have introduced online payments in partnership with the Cashless Catering Solution. To make a payment online, please go to Parentpay.
- A daily 'spend limit' of £6 will be programmed into the system. This can be increased or decreased for an individual student by making a written request to the school finance office.

Could you please complete and sign the form below and return to The Thorp office at school by Tuesday 22nd January 2019. Should you have any questions, please do contact office@waddesdonschool.com.

Yours sincerely

Matthew Abbott
Headteacher

To: Waddesdon C E School

I/We confirm that we wish our child /children TO BE/NOT TO BE (please delete where applicable) registered on the school's Biometric Cashless Catering System with immediate effect.

I confirm that my child has the following dietary requirements (Please tick the applicable boxes below)/I confirm that my child has no dietary requirements (*please delete as appropriate*)

DIETARY NEEDS			
<input type="checkbox"/> Artificial colour allergy	<input type="checkbox"/> Gluten Free	<input type="checkbox"/> Kosher food only	<input type="checkbox"/> No dairy produce
<input type="checkbox"/> No nuts of any type/quantity	<input type="checkbox"/> No pork	<input type="checkbox"/> Ramadan	<input type="checkbox"/> Seafood allergy
<input type="checkbox"/> Vegetarian	<input type="checkbox"/> Halal	<input type="checkbox"/> Other (please specify)	

I understand that I/we may withdraw my child's registration at any time in writing.

Child's Name	Form	Relationship to Child
Name of Parent and/or Carer	Signature	Date

Frequently Asked Questions

Q What is a cashless system?

A A Cashless Catering System is a solution which is purpose designed to meet the ever evolving needs and demands of the catering provision, required by today's schools and academies. The Trust-e Cashless Solution allows schools to be better able to provide their students and staff with a faster, more efficient and more appealing meal service.

Q What is 'biometric'?

A Biometric is simply a method of identifying an individual person. The Trust-e Cashless System uses an algorithm based scan, which reads between 50 and 130 points on the finger/thumb. It is not a fingerprint in any way, shape or form and is of use only in the Cashless System.

Q How does a biometric system work?

A The information of a student or staff member, who has been biometrically registered, is stored on a secure biometric controller within the school, which only your provider, Nationwide Retail Systems, can access with permission from the school. Once an account is credited, the pupil or staff member places their finger/thumb on the EPOS Terminal Biometric Reader, which looks up their account and allows them to purchase items using only this method of identification.

Q How does my child register on the biometric system?

A Registration days will take place leading up to the 'go live' day of the Cashless System. During these days, registration terminals will be placed in the school. Your child will attend at a requested time and will be required to place their finger/thumb on the Biometric Reader twice to obtain a matching template, which only takes a few seconds.

Q What methods of payment can be used to credit an account?

A Any amount can be credited to an account. Once an account has been credited, the monies cannot be withdrawn and must be spent on the school meal/break services. We have introduced online payments in partnership with the Cashless Catering Solution. To make a payment online please go to Parentpay.

Q How can I check the credit on an account?

A The current balance can be accessed via the schools online payment facility, Parentpay.

Q Can I change my child's 'daily spend limit'?

A Yes – the amount your child can spend throughout one day can be changed by written request to the school. The current spend limit is £6 per day.

Q How do 'free meal' entitlements work?

A All free meal entitlements will be entered on to the system prior to the 'live' day. The Cashless Catering System will, on a daily basis, automatically allocate the appropriate accounts with the free school meal amounts. Pupils with FSM entitlement remain anonymous at all times as all account types are accessed in the exact same manner, regardless of whether paid for or not. Please note that any monies not spent from the daily free meal allocation will not be carried over to the next day.

Q Can anyone else use my child's account?

A No – due to the extensive security on biometric templates, no-one will be able to access your child's account. As a secondary precaution, a photo image is allocated to each pupil.

Q My child has an allergy. Will this be monitored through the Cashless System?

A Yes – all allergy records registered with the school will be entered on to the Cashless System. When pupils attempt to purchase an item, which contains ingredients that they are allergic to, the system will alert the operator and prevent them from selling the chosen item.