



Headteacher:  
Mrs A. Chapman, MA, SFHEA, NPQH

Founded in 1717

# BAINES SCHOOL

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Ref: ACh/jha

October 2018

Dear Parents/Carers

We are pleased to announce that Baines School is installing a cashless catering system in December 2018. 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.

The system incorporates the latest technology and eliminates the need for pupils to carry cash throughout the day thus reducing the risk of losing it. It is also biometric so there is no need for pupils to carry a card as the system will recognise the thumb/finger of your child at the tills and at the balance checker facility.

Please visit the school website at [www.baines.lancs.sch.uk](http://www.baines.lancs.sch.uk) to find additional information about biometric algorithms, data protection and frequently asked questions (under parent/carers - letters).

We will commence operating the system on Monday 3<sup>rd</sup> December 2018 and as such no cash will be accepted at the till points after this date. All students and staff will be given training on how to use the system.

Any amount of money can be paid into a pupil's account and any money spent on food and drink will be deducted on a daily basis. We have three payment options available for you – online payments, PayPoint or cheque. Additional information will be issued over the coming weeks about the online payment system and how to activate your account.

**As per current legislation we will be operating an 'Opt In' policy and therefore require you to complete the attached form and return it to school by 12<sup>th</sup> October 2018. We require the consent of at least one parent in order that the biometric information of your child can be collected and processed. Please be assured that this information remains within the school and that the biometric information taken is an algorithm and not the actual fingerprint.**

If you choose not to have your child registered on the Biometric System, a 4-digit PIN code will be allocated. Please note that the PIN codes do not have the same level of security and it will be your child's responsibility to remember the code and keep it secure at all times. The preference of the school is to use the biometric system as this is faster and more secure and we would appreciate your co-operation with regards to this matter.

The information on the school website should answer any questions you may have but if this is not the case please contact Jane Hambleton on 01253 883019 (option 3).

Yours faithfully,

Mrs A Chapman, MA SFHEA, NPQH  
Headteacher