

HUGH SEXEY

Church of England Middle School

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Biometric System

General information about Biometric System

- We have launched a new biometric technology in the canteen which will eliminate the need for pupils to carry an ID card to use when purchasing any food items. The system will scan a thumb/finger at the till and will then debit the relevant pupil account on ParentPay.
- The biometric system will offer greater security to your child and faster service.
- Legislation regarding biometric systems requires an **opt in** arrangement and we therefore require written consent for your child to be registered on the system. If you have not yet returned the form for your child to be opted in, please do so **as soon as possible** - copy enclosed. These can be returned in hard copy or by e-mail to the Finance Office. We require written consent for each child.
- Please rest assured that fingerprint images **cannot** be used by any other source for identification purposes. The system uses an image of the finger to create a mathematical algorithm and then discards the image – only numbers remain and these cannot be reinterpreted back into finger image. Once a pupil leaves our school, all data is easily deleted.
- When a pupil places their finger on the scanner, the software matches their finger image with the unique digital signature held securely in the database.

FAQ

Q. Do you store fingerprint images?

A. No, no images are stored. Specific points of the scanned image are converted to a mathematical algorithm and which is then stored in the student's record. Students, staff and parents can be assured that no image is retained and cannot be used by any other source for identification purposes.

Q. Can anyone see a fingerprint image?

A. Fingerprint images are not stored on the system and from the unique number it is impossible to reverse engineer to an image.

Q. What happens when a student leaves the school?

A. All data will be deleted.

Q. What alternative is there if we do not consent to 'opt in' to the biometric system?

A. Students may be issued with an ID card that can be scanned at the point of payment. Alternatively, the pupil name and registration group can be given to the till staff for manual lookup and debit – however this does slow down service.

Q. What happens if I hurt my finger or forget my ID card?

A. The account details can be retrieved by searching manually for the pupil by registration group and name. The student's photograph will be displayed to ensure the correct account is being accessed.

Q. How do pupils make a purchase?

A. Pupils will place their finger on the scanner at the point of payment. The biometric pattern is scanned and then converted to the unique account number which is then debited.

Q. What hygiene measures will be in place?

A. All pupils will need to sanitise their hands upon entry into the canteen, there will be a screen between canteen staff and pupils as well as wipes next to the biometric readers for all pupils to use before placing their fingers on the scanners.

Q. My child is entitled for free school meals – what happens?

A. There is no discrimination as the system works exactly the same for all students whether they are required to pay for their meals or are entitled to free school meals. The set allowance of £2.30 is placed on the pupils account electronically each day, but it is not possible to roll this over so should be used in full. If you wish to add additional credit you are able to do so and this will only be used once the free meal entitlement has been used in full.

Please contact the Finance Office at HSMS.Finance@hughsexey.org.uk or on 01934 712211 if you have any queries



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Biometric Opt-In form

I **do** wish for my child to be included in the Biometric registration process

Name of Pupil: _____ Tutor: _____

Date: _____

Name of Parent/Guardian: _____

Signed: _____

Please return to HSMS.Finance@hughsexey.org.uk or by hand to school reception.
