



## **CASHLESS CATERING SYSTEM**

We are introducing a new cashless system for the catering service at Felpham Community College. The new system will use an image of each customer's (i.e. student or member of staff) fingerprint to enable them to access their account and purchase items from the canteen and other outlets within the college. Each account will hold information about the customer and their purchases and parents will also be able to access this information via the Internet to see what their child has bought and make top-up payments.

When purchasing items from the canteen, customers simply place their finger on a scanner at the point of sale. A display will show the server the customer's name, class and current balance held within the system. The selected food items are then entered into the system from an itemised keyboard while the cash spent and new cash balance will be shown on the display.

A customer's account can be increased by cash using a revaluation station located within the school or via the Internet using a new online payments system that is being introduced at the same time. Customers can also use the revaluation station to check their account balance before entering the canteen.

Each customer will register their fingerprint which is then translated to a unique alpha-numeric code. The image of the fingerprint is then discarded to prevent it from being used for any other purposes. There is currently no legal requirement to gain consent from the customer or their parent / carer to capture and use their fingerprint. However, new legislation that is currently passing through parliament will make this a legal requirement in the near future and therefore our legal advisors have recommended that we collect this information now.

The system works exactly the same for all customers whether they pay or have a free school meal except that the amount allocated for a free school meal is added to the customer's account daily and any under or missed lunches will be deducted from the account at the end of the day. Customer's eligible for free school meals can also add extra cash to their account to enable greater daily spend.

A daily spend limit of £5.00 will be placed on each account unless a parent requests in writing that this limit is increased.

Any information stored will be handled under the guidelines of the Data Protection Act and will only be used by parties directly involved with the implementation of the system. Please do not hesitate to contact the school's Business Manager if you have any concerns regarding the handling of data in the system.

The new system is an exciting development within the school and will provide a faster and more convenient way of paying for school meals that will reduce queuing times. It will also discourage the misuse of school lunch money through spending in shops outside the school grounds and will reduce many of the problems associated with the use of cash within the school such as loss or theft.

The system is due to go live towards the end of the summer term and fingerprint registration / smartcard balance transfer will take place on 6<sup>th</sup> and 7<sup>th</sup> July. Arrangements will be put in place to call students to the main hall during these two days.

Parents and carers are also invited to attend a meeting on Wednesday 15 June for the new Year 7 intake and Monday 27 June for all others to hear more about the system and to ask any questions that they may have.

Phil Rayner, Business Manager, June 2011