LB/KRE

5th September 2023

Dear Parent/Carer

Biometric System

We are introducing the voluntary use of automatic biometric recognition for our cashless catering system in the academy. This will provide the academy with a number of very significant benefits including:

- Reduction in administration time and cost

- Reduction in opportunities for bullying as there is nothing that can be stolen for use by another student

- Ease of access to services for students and no lost cards or pins to remember

- Quicker queueing times for lunch

In order to comply with UK GDPR law, we need written permission from a parent in order for students to use the biometric system. Please complete the permission slip below or send an email to info@rrma.org.uk.

We will continue to offer an opportunity to opt out for those pupils or parents who would prefer to use alternative forms of identification. Please let us know if you wish to opt out.

If you would like more information or the chance to discuss this further, please feel free to contact me.

Yours faithfully

Lisa Bewley
Vice Principal

IMPORTANT NOTES FOR PARENTS

Background to the use of biometrics in academy

Biometric information is information about someone's physical or behavioural characteristics that can be used to identify them. The academy would like to use information from your child's fingerprint for the purpose of providing your child with access to the academy canteen payment system.

Under the General Data Protection Regulations (GDPR) this type of data is special condition data and therefore requires explicit consent for the specified purpose of using the data.

The information will be used as part of an automated biometric recognition system. This system will take measurements of your child's fingerprint and convert these measurements into a unique template to be stored on the system. An image of your child's fingerprint is NOT stored. The information is stored in a highly secure database and is only used by the academy to confirm who is accessing the catering system.

Our chosen catering solution with AMI Education allows us to use a secure database holding biometric data that is stored on the academy secure server. The data that is held cannot be used by any other agency for any other purpose.

The academy will not use the biometric information for any purpose other than that stated above. The academy will store the biometric information collected securely in compliance with the GDPR. The academy will not share this information with anyone else and will not unlawfully disclose it to any other person. The academy will only hold the biometric information as long as consent remains in place, or until your child leaves the school.

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CONSENT FOR THE USE OF BIOMETRIC INFORMATION IN ACADEMY

Please complete this electronic FORM if you consent for your child to use the biometric system at Morton Academy for cashless catering.

Even if you consent, your child may object or refuse for their biometric information to be taken. This does not need to be in writing and we would appreciate it if you could discuss this with your child and explain to them that they can object to this if they wish.

Once your child ceases to use the biometric recognition system, his/her biometric information will be securely and permanently deleted by the academy.