

Dear Parent(s)/Carer(s),

Important Information for all Parents

For some time now, the school has been running a Cashless Catering System. This means that any food purchased in the school cafeteria is processed using a biometric recognition system. No money is taken in the Cafeteria.

The student puts his or her finger on the machine and the catering staff can then charge the student's account the correct amount for any food purchased.

Students and Parents/Carers need to pre-load the account with funds each week. This can be done by putting cash into one of the two machines situated in school or by sending money or a cheque directly to the Catering Manager in school. In this way, parents can plan ahead and pay for meals weekly, monthly or daily. Free school meal students also have their amount pre-loaded.

Why move to this system?

- This has speeded up service in the Cafeteria for all students.
- Free school meal students no longer have to give a number each day.
- All students are treated in the same way

Why the digital system rather than a card?

- A card system is slower, particularly if students lose or forget their cards.
- Cards are expensive to replace and parents/carers are asked to purchase the cards for students to use.

What is a Biometric (digital) System?

- Each student places his or her finger on a scanner and the finger print image is converted into a unique mathematical algorithm. The finger print is then discarded and only numbers remain. **WE DO NOT KEEP OR HAVE ACCESS TO ANY FINGER PRINTS.**
- Students can use their unique number to pay for food at breaks and lunchtimes.
- Registering takes minutes and after that, students can use the machines in school to top up their accounts or pay in advance to the school kitchen.

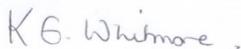
What's in it for Parents or Carers?

- You can ensure that the money is spent on healthy school meals.
- You can pay a cheque directly to the Catering Manager if you wish.

In order to register your child for this scheme, please sign the attached letter and return it to school before the end of term. We are unable to register any children without the reply slip.

Please note: If you do not wish your child to register or you need further information for this system, please contact the school as soon as possible.

Yours faithfully,



K. Whitmore
Deputy Headteacher



Haywood Academy
High Lane, Burslem
Stoke-on-Trent
Staffordshire
ST6 7AB

Tel: 01782 853535
Email: info@haywoodacademy.coop
Web: www.haywoodacademy.coop
Headteacher: Mr. C. Ward



✂-----

I agree to my child _____ (Name) registering for school meals via the biometric recognition system.

Signed: _____ (Parent/Carer)

