



Dear Parent/Carer

Re: Biometric Consent

Lymm High School wishes to use information about your child as part of an automated (i.e. electronically-operated) recognition system. This is for the purposes of our cashless cafeteria. The information from your child that we wish to use is referred to as 'biometric information'. Under the Protection of Freedoms Act 2012 (sections 26 to 28), we are required to notify each parent of a child and obtain the written consent of at least one parent before being able to use a child's biometric information for an automated system.

Biometric information and how it will be used

Biometric information is information about a person that can be used to identify them, for example, information from their fingerprint. The school would like to take and use information from your child's fingerprint and use this information for the purpose of providing your child with access to our cashless cafeteria.

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 template to be stored on the system. **AN IMAGE OF YOUR CHILDS'S FINGERPRINT IS NOT STORED.** The template (i.e. measurements taking from your child's fingerprint) is what will be used to permit your child to access the cashless catering service.

You should note that the law places specific requirements on schools when using personal information, such as biometric information, about pupils for the purposes of an automated biometric recognition system.

For example:

- The school cannot use the information for any purpose other than those for which it was originally obtained and made known to the parent(s) (i.e. as stated above);
- The school must ensure that the information is stored securely;
- The school must tell you what it intends to do with the information;
- Unless the law allows it, the school cannot disclose personal information to another person/body – you should note that the only person/body that the school wishes to share the information with is Vericool, who is the supplier of the school cashless catering service. This is necessary in order to support the system software on the secure database.

HEADTEACHER: MR GWYN WILLIAMS

LYMM HIGH SCHOOL, OUGHTRINGTON LANE, LYMM, WA13 0RB
01925 755458 INFO@LYMMHIGH.ORG.UK WWW.LYMMHIGH.ORG.UK



Providing your consent/objection

In order to be able to use your child's biometric information, the written consent of at least one parent is required. However, consent given by one parent will be overridden if the other parent objects in writing to the use of their child's biometric information.

Similarly, if your child objects to this, the school cannot collect or use his/her biometric information for inclusion on the automated recognition system.

You can also object to the proposed processing of your child's biometric information at a later stage or withdraw any consent you have previously given. This means that, if you give consent but later change your mind, you can withdraw this consent. Please note that any consent, withdrawal of consent or objection from a parent must be in writing and addressed to Tina McGuffie, Business Manager.

Even if you have consented, your child can object or refuse at any time to their biometric information being taken/used. His/her objection does not need to be in writing. 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.

The school is also happy to answer any questions you or your child may have.

If you do not wish your child's biometric information to be processed by the school, or your child objects to such processing, the law says that we must provide reasonable alternative arrangements for children who are not going to use the automated system to access our cashless cafeteria.

Please note that when your child leaves the school, or if for some other reason he/she ceases to use the biometric system, his/her biometric data will be securely deleted.

Please complete and return the enclosed consent/objection form and return, along with the rest of the Y6 Transition pack to Tina McGuffie or the School Shop.

Yours faithfully



Miss T McGuffie
Business Manager



Biometric Consent/Objection Form

As explained in the accompanying letter, we require consent to take measurements of your child's fingerprint and convert these measurements into a template which is securely stored on the system. We do not store an image of your child's fingerprint.

Therefore please can you complete and return the information below and return to your child's form tutor (tick all boxes which apply)

	Tick Box
I give consent for measurements of my child's fingerprint to be taken and used for the school catering service only.	<input type="checkbox"/>
I understand that I can withdraw this consent at any time.	<input type="checkbox"/>
I understand that once my child leaves school, all information will be securely deleted.	<input type="checkbox"/>
I do not give consent for measurements to be taken of my child's fingerprint.	<input type="checkbox"/>

If you change your mind at any time, you can let us know by emailing Tina McGuffie via tmcguffie@lymmhigh.org.uk, calling the school on 01925 755458, or just popping in to the school office.

If you have any other questions, please get in touch.

Signed: _____ (Parent/Carer)

Student: _____

Student Name: _____

Date: _____

HEADTEACHER: MR GWYN WILLIAMS

LYMM HIGH SCHOOL, OUGHTRINGTON LANE, LYMM, WA13 0RB
01925 755458 INFO@LYMMHIGH.ORG.UK WWW.LYMMHIGH.ORG.UK

