Dear Parents and Carers

**VERY IMPORTANT INFORMATION FOR PARENTS AND CARERS**

Shoreham Academy uses biometric data to identify students when they purchase food from the diner using their cashless catering account. This data stores fingerprint information by identifying key points and translating them into binary code. The actual fingerprint is not stored, cannot be reproduced from the data stored and is deleted when a student leaves the Academy. Biometric data may also be used in our library to check out books. The system allows fast and accurate recognition and reduced queuing times.

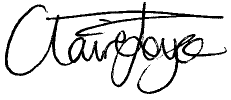
We have been successfully using biometric data at Shoreham Academy for over 10 years now. Students do not need to carry money, cannot forget to bring their finger to school and accounts are kept secure. In addition, we are sensitive to our students entitled to free school meals and this system ensures they are not identifiable when purchasing meals as money is simply credited to their accounts on a daily basis.

In order to comply with government legislation we are required to obtain written permission from parents/carers to hold biometric data. If you have any concerns regarding this data, please let us know.

To avoid any disruption on your child’s first day at Shoreham Academy we will take the biometric data from each child on their transition days in July. Please read the agreement below and return the signed form to Shoreham Academy to enable us to continue using the biometric data we take. As Shoreham Academy is a cashless school, we must stress that without your written consent your child will not be able to use the diner system when they join us in September 2017.

We can make alternative arrangements with families where we do not receive written consent which will involve using a card based system. Please note lost cards are subject to a charge.

Yours sincerely



Miss Claire Joyce

Assistant Principal

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Name of Student……………………………………………………………………………………Year Group 7 (September 2017)

I agree that Shoreham Academy may collect and hold fingerprint biometric data for the above named student.

Signed…………………………………………..……………Print Name…………………….……………………………………...

Relationship to Student……………………………..………Date…………………………………………………………………..

**Please return the signed slip to Vicki Pearson at Shoreham Academy**