

Dear Parents and Carers,

Shoreham Academy is a cashless school and uses an online payment system through Arbor to enable parents to add funds to their child's diner account. Once you have set up the Arbor parent portal you will be able to add funds by logging in and clicking on the 'quick actions' tab on the top left of the screen, then 'payment' where you will be able to follow the instructions to make a payment.

Shoreham Academy uses biometric data to identify students when they purchase food from the diner using their cashless catering account.

BIOMETRIC SOLUTION

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

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. We share this data with CRB Cunningham's our cashless catering provider who use their ID store software to hold this data. In line with GDPR data protection legislation we have undertaken full data protection assessments of how this data is transmitted and stored to ensure processes are fully compliant.

We have been successfully using biometric data at Shoreham Academy for many 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.

Please read the agreement at the end of this letter and return the signed form to Shoreham Academy to enable us to continue using the biometric data once safe to do so.

As Shoreham Academy is a cashless school, we must stress that without your written consent your child will only be able to use the diner with a card if permission is not received for the use of their biometric data. No cash payments can be accepted.

Yours sincerely,



Tim Harkins

Business Director



Principal: Jim Coupe

Shoreham Academy is part of United Learning.
United Learning comprises: United Learning Ltd (Registered in England No: 00018582. Charity No. 313999) UCST (Registered in England No: 2780748. Charity No. 1016538) and ULT (Registered in England No. 4439859. An Exempt Charity). Companies limited by guarantee.
Registered address: United Learning, Worldwide House, Thorpe Wood, Peterborough, PE3 6SB.

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West Sussex
BN43 6YT

t: 01273 274100
e: info@shoreham-academy.org
w: www.shoreham-academy.org



Consent For Biometric Use

Name of Student

Year Group

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

(Please tick option)

☐

YES

☐

NO

Signed

Print Name

Relationship to Student

Date

Consent for this facility can be withdrawn by parents at any time by contacting the admin team; however, the alternative card system would then be required to access these services.

Please return the signed slip to Vicki Pearson at Shoreham Academy or complete electronically and email to vicki.pearson@shoreham-academy.org



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