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Dear Parents and Carers

### Biometric Data

At Thomas Tallis we operate a biometric scanning payment system for our catering service. It works very successfully for us and we believe that it speeds up food service and reduces potential bullying which can happen when children carry cash. You may know that the system uses the thumb print of each student through software which calculates a highly secure digital number from the image. It is the number itself which is stored for personal identification number. The actual thumb print image is **NOT** stored. The stored information, which is kept on a secure server in school, is no use to any other system.

In line with the Protection of Freedoms Act 2012, we are required to obtain **written consent** from a parent or carer for each student who uses a thumbprint in these systems. Without written consent your child will not be able to use his or her thumbprint. To this end, would you please complete the attached authorisation form and return to the school office before the end of term?

Should you object, or not give written consent to the use of biometric data for this purpose then we will need to provide your child with a 4-digit PIN to be manually entered each time your child uses the system. We believe this will be slower, and much less secure. We do hope that you will return the slip quickly.

If you have any queries, please do not hesitate to contact us via the school office.

Yours sincerely

Carolyn Roberts  
Head

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Please return to General Office

### Biometric Data: please circle your choice

**Either:** I give my consent for Thomas Tallis School to take my child's thumb print, which I understand will be converted into a number for the biometric system so that he or she can use the cashless catering system. I understand that the biometric data will not be stored as a fingerprint.

**Or:** I do not give my consent for Thomas Tallis School to take and store this information and request that he or she is given a 4-digit PIN.

Student's name: .....

Tutor Group: .....

Parent's/Carer's Signature: .....

Date: .....