



25th February 2025

Dear Parents and Carers

Bridgewater High School is planning to change the way that your child pays for their school meals. Currently, students use a 4 digit code at the till to pay for their food. The school wishes to move to a different system whereby your child's fingerprint details will be used to pay.

Why are we moving to Biometric technology?

The system will help us to provide a faster and ultimately better service at the tills and therefore less queue times. This will give your child longer to eat their break and lunch. It is also more secure.

Consent to Process Pupils Biometric Information for Catering Payments

We will use this information about your child as part of an automated (i.e., electronically operated) recognition system. This is for the purpose of payment for school meals. The information from your child that we wish to use is referred to as 'biometric information' (see next paragraph). Under the Protection of Freedoms Act 2012 (sections 26 to 28), we are required to notify each parent or carer of a child and obtain the written consent of at least one parent or carer 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's physical or behavioural characteristics 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 finger and use this information for the purpose of providing your child with access to pay for school meals.

The information will be used as part of an automated biometric recognition system. This system will take measurements of your child's finger and convert these measurements into a template to be stored on the system. **An image of your child's fingerprint is not stored.** The template (i.e., measurements taken from your child's finger) is what will be used to permit your child to access services.

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:

1. 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).
2. the school must ensure that the information is stored securely.
3. the school must tell you what it intends to do with the information.



4. 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 CRB Cunningham's. This is necessary as they manage this system on behalf of the school.

Providing your consent/objecting

As stated above, in order to be able to use your child's biometric information, the written consent of at least one parent or carer is required (or provide consent in agreement with your child if they are over the age of 13) However, consent given by one parent or carer 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, and is over the age of 13, the school cannot collect or use their 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 or carer must be in writing.

Even if you have consented, your child (if over the age of 13) can object or refuse at any time to their biometric information being taken/used. Their 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 school dinners. If this is the case, your child will use a pin number.

Consent will be collected through the Arbor Parent app. You will need to log into your Arbor app and select the dashboard for your child. There will then be a message asking you to provide consent. Please respond to this as soon as possible.

If for any reason, you cannot log onto your Arbor parent app, please contact me at j.stanton@bridgewaterhigh.com

How is a finger biometric used to obtain a school meal?

The student simply places their finger on the Biometric reader at the point of sale. A display will show the server the student's name and current account balance held within the system. The selected food items will be entered into the system from an itemised keyboard, while the amount spent, and the new account balance will show on the display.



BRIDGEWATER
HIGH SCHOOL
LEARNING WITH PRIDE AND JOY

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Years 7-8
Hall Drive, Appleton
Warrington, Cheshire
WA4 5JL

Tel: 01925 263814

Upper School

Years 9-11
Broomfields Road, Appleton
Warrington, Cheshire
WA4 3AE

Tel: 01925 263919

We will register your child's biometric print on Friday 21st March 2025 with the aim for the system to go live by Easter 2025

Please note that when your child leaves the school, or if for some other reason they cease to use the biometric system, their biometric data will be securely deleted.

Further information and guidance

This can be found via the following links:

[DfE Biometrics Guidance July 2022.pdf](#)

Kind Regards

Mrs. J Stanton

Business Manager

Mr Keiron Powell
Principal, BA (Hons), QTS

Mrs Tracey Hatton
Headteacher, BA (Hons), P.G.C.E., N.P.Q.H.

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