22nd July 2021

Dear Parents and Carers,

As mentioned in my recent letter, our move to a new cashless catering system is fast approaching. The ‘Live Date’ for the new Biometric Trust-e Cashless System supplied by Civica is imminent and so we require the consent of at least one parent / guardian in order that the biometric information for your child can be processed. Please be assured that this information remains within the school and that the biometric information taken is an algorithm and not the actual finger print. The system works in exactly the same way as our previous system but is more compatible with our My Child at School payment system and so we are changing provider. All data held for use by our previous provider will be deleted and unfortunately is not transferable.

If you have chosen in the past not to consent to using this system then you do now have the opportunity to change and consent to it. If you do not consent and wish to purchase catering services now or in the future, please contact the academy to discuss possible options. The preference of the academy is to use biometrics as this is more secure and faster than any other method of identification and we appreciate your co-operation with regards to this matter.

As the data for the previous system is not transferable, we will be scanning students’ on their first day in the academy during week commencing 6th September. It is really important that we are ready to run a full lunch service on the first day of term and so we need to collect consents as soon as possible so scanning runs quickly and smoothly on day one. The fastest, simplest way to consent is via our My Child at School app and instructions are below. Another way is for you to sign this form and email it to [info@airedaleacademy.com](mailto:info@airedaleacademy.com). Failing that, you can return the signed form on your child’s first day, but to save you remembering to do this and so we know consent is in place, the app or email method is preferable.

If we do not have consent by the first day then we will not be able to scan your child’s finger in their allocated session on day one and it will mean they will be delayed in the queue when they try to purchase food. We would like to avoid this if at all possible.

If you have any questions regarding this, or you would like to register for the app / need help using it, please do not hesitate to contact us.

Yours sincerely

Mrs J Pitchfork

Business Manager

**CASHLESS CATERING SYSTEM CONSENT**

**To consent on our app:  
-** open the app and choose the section named ‘Parental Consent’.   
- Look for the option ‘Civica Cashless Catering’ and then at the side there is a box for you to tick to say ‘Yes I give consent’.

This is all we need you to do, you do not need to return the form as well.

I confirm that I wish my child (children) TO BE / NOT TO BE **(please delete as applicable)** registered on the school’s Biometric Cashless Catering System with immediate effect.

I understand that I may withdraw my child’s registration at any time in writing.

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| Child’s Name | Year Group in September 2021 (when we return) |  |
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|  |  |  |
|  |  |  |
| Name of Parent and/or Guardian | Signature | Date |
|  |  |  |