

## **Cashless Catering System**

Bowland High uses a cashless catering payment system, which we believe brings enormous benefits to pupils and parent/carers. The information below provides full details of how the system operates.

### **What is a cashless system?**

At the heart of the cashless system there is a computer by **IMPACT** (Information Management for Point of sale Access and Cashless Tracking) software. This allows the system to recognise each individual pupil, hold individual cash balances, record cash spent and cash received, where money is spent, on what type of food, on any specific date and time of day.

### **Why do you need to take my child's fingerprint?**

By taking an image of your child's fingerprint, we can turn this information into a digital signature. This unique image will then be used to replace cash at the point of sale. The system meets the requirements of the Data Protection Act, the information is secure and the system has tangible benefits to end users. Fingerprinting is purely voluntary. This system is currently used in many other schools within Lancashire. Alternatively arrangements will be made for those not wishing to register. Please advise the Headteacher in writing.

### **Can fingerprints be used by any other agency?**

No, the software we use turns your child's fingerprint into a mathematical algorithm; the image of the fingerprint is then discarded. The information stored cannot be used to create a fingerprint image.

### **How is money entered into the system?**

Using the online payment system; this is located on the school website. Funds can be added to accounts using a credit or debit card. Please see the website for further guidance.

Money can also be entered into the system by using the cash revaluation terminal in school. This unit accepts £20, £10, £5 notes and £2, £1, 50p, 20p, 10p coins. **1p, 2p and 5p coins cannot be used.** The revaluation terminal will not accept damaged notes.

### **How does the revaluation station work?**

Firstly, the pupil puts their finger on the fingerprint reader mounted on the revaluation terminal. This displays the pupil's name and current cash balance held on the system. Notes or coins are then inserted into the terminal; the incremental cash balance will show on the display. Press the red button to tell the system that the transaction is complete.

### **How will the pupil be able to check what the current cash balance is?**

By using the revaluation terminal – place a finger on the reader to display the current cash balance. There is no need to deposit any money, just press the red button to finish. Also, a remote display will show the new cash balance when the food service is finished.

**If we pay for a set number of school meals, can the money be spent in one day?**

No, a daily spend limit of £6 will be set for all pupils (maximum spend for breakfast, break and lunchtime service). No food can be purchased once the spend limit is reached. On request, an individual pupil limit of your choice can also be set.

**What if the pupil does not hold a sufficient cash balance to pay for a school dinner?**

As before, no pupil is refused a school dinner because they have not brought their dinner money into school with them. The school will loan money for one day. However, the pupil will be expected to bring sufficient money with them the next day to repay the loan and purchase their own meal.

**How does this affect pupils entitled to free school meals?**

The system works exactly the same for all pupils. The amount allocated for the free school meal will be entered into the system by catering staff.

**How will healthy eating be encouraged?**

We plan to use the system to further enhance the school's healthy eating policy. When the food is selected on the canteen server's keypad, it will also register points for a balanced healthy and nutritious school dinner. The top scoring pupils will earn points for their societies and receive certificates.

**What is "dietary control"?**

Should the pupil have a specific food allergy, or be diagnosed diabetic, this medical information can be coded into the system – preventing foods with allergy ingredients being served to a particular pupil, by automatically locking out relevant buttons on the keypad.

**Will pupils have problems using the system?**

Some pupils may find it difficult to control their accounts for the first couple of weeks, but because of the daily spend limit, most learn this important life skill very quickly and will enjoy being in control of their account.

**Will parents receive information on how the system is being used?**

Reports are issued periodically and can also be produced upon parental request.

If you require any further information regarding our school meals, please contact Mrs Elaine Cox our Catering Manager at school.