



Dear Parent/Guardian

The Catering Department at Ysgol Dyffryn Conwy operates a biometric cashless scheme. The software we use turns your child's fingerprint in to a mathematical algorithm. The image of the fingerprint is then discarded. The information that is stored cannot be used to recreate an image of the child's fingerprint. When your child leaves the school, their data is securely deleted from the system.

We have found that there are a number of benefits of a cashless system, including

- *Convenient way of paying for school meals. No more looking for change every morning.*
- *Discourages the misuse of school dinner money through spending in shops outside of the school grounds.*
- *Alleviates many of the associated problems with the use of cash in schools. i.e.: Loss, theft and bullying.*
- *Specific food allergy ingredients can be barred automatically.*
- *Healthy eating is encouraged.*
- *Queuing times are reduced through increased speed of service.*
- *Automatic free meal allocation with the pupil remaining anonymous.*
- *Detailed reports to analyse all aspects of the use of the system.*

We cannot process a child's biometric information until at least one parent consents to the information being processed; therefore your permission is required to process your child's biometric information for this system.

IF YOU WISH TO GRANT PERMISSION for your child to register, it is very important that you complete the **consent form** (see over) for using biometric information and return it to the school office.

In signing this consent form, you are authorising Sodexo to process your child's biometric information for the purpose of using the cashless system until such time as he/she leaves the school or ceases to use the system.

By giving this consent neither you nor your child are obliged to the agreement, and can object to the proposed processing of your child's biometric information at a later stage, or withdraw any consent you have previously given. Please note that any consent, withdrawal of consent or objection from a parent must be in writing.

Even if you have consented, your child can object or refuse at any time to their biometric information being taken/used. *[His/her]* 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.

IF YOU DO NOT WISH TO GRANT PERMISSION for your child to register, it is very important that you complete the **opt-out form** (see over), and return it to the school office. Sodexo will then issue a card for your child to use as an alternative to using your child's fingerprint image.

FFURFLEN GANIATÂD/ CONSENT FORM

FFURFLEN GANIATÂD AR GYFER DEFNYDDIO GWYBODAETH FIOMETREG CONSENT FORM FOR THE USE OF BIOMETRIC INFORMATION

Llenwch y ffurflen isod a'i ddychwelyd i Swyddfa'r Ysgol/Please fill in this form and return to the School Office.

Hoffwn i'm mhlentyn gael ei gofrestru ar gyfer y system Biometreg Heb Arian ac rwy'n cadarnhau fy mod yn ymwybodol y bydd Sodexo yn prosesu gwybodaeth biometrig fy mhlentyn at ddibenion defnyddio'r system ddi-arian ar gyfer prydau ysgol/
I wish my child to be included in the Cashless Biometric registration process and confirm that I am aware that Sodexo will process my child's biometric information for the purpose of using the cashless system for school meals.

Enw'r Disgybl / Name of Pupil: _____

Blwyddyn/ Year: _____ Dosbarth / Class: _____

Enw Rhiant / Gwarcheidwad - Name of Parent / Guardian: _____

Llofnod Rhiant / Parent's Signature: _____

Llofnod Disgybl / Pupil's Signature: _____

FFURFLEN TYNNU'N ÔL/OPT-OUT FORM

FFURFLEN TYNNU'N ÔL O DDEFNYDDIO GWYBODAETH FIOMETREG IMPACT BIOMETRICS OPT-OUT FORM

Llenwch y ffurflen isod a'i ddychwelyd i Swyddfa'r Ysgol/Please fill in this form and return to the School Office.

Nid wyf yn dymuno i'm mhlentyn gymryd rhan ym mhroses gofrestru ar gyfer y system Biometreg Heb Arian a hoffwn dderbyn cerdyn ar gyfer defnyddio'r system ddi-arian ar gyfer prydau ysgol.
I do not wish my child to be included in the Biometric registration process and I would like to receive a card to enable my child to use the cashless system for school meals.

Enw'r Disgybl / Name of Pupil: _____

Blwyddyn/ Year: _____ Dosbarth / Class: _____

Enw Rhiant / Gwarcheidwad - Name of Parent / Guardian: _____

Llofnod Rhiant / Parent's Signature: _____

Llofnod Disgybl / Pupil's Signature: _____