



Windsor High School and Sixth Form The Biometric Cashless Catering System what it is and how it works.

What is a Cashless System?

At the heart of the cashless system there is a computer controlled by I.M.P.A.C.T - Software. This allows the system to recognise each individual pupil, hold individual cash balances, record cash spent, cash received and record where money is spent, on what food, on any specific date and time of day.

This software will be able to generate reports to parents giving details about credit payments made into the system, and the food items purchased.

How does the system work?

Pupils are registered onto the system* (via the biometric/fingerprint system). This sets them up with an individual account, which will include details of their name, class, an identification photograph. This account is then pre-credited with money to enable the pupil to purchase meals.

Please note we will programme into the system a daily spend limit of £5.00 per pupil. However, this can be increased or decreased for an individual pupil by making a written request to the school.

To pay-in money to credit the accounts can be done via any one of the following ways:-

- (1) By Cheque** - Parents can send a cheque into school (made payable to Dudley MBC – who run our catering service). There will be a “post box” located in the dining hall for the collection of all “dinner money” cheques. Catering staff will then enter the cheque amounts for each pupil onto the system. Once entered the money is available to spend. If you have more than one child at the school you can write just one cheque covering all pupils. **In all cases please ensure you write on the reverse of the cheque – the child’s name and class.**

- (2) By Cash** – via the “Revaluation Units” – The school will have two revaluation units – one located in the foyer area by the dining hall/science labs and another located in the dining hall. These will be wall mounted units and will accept coins and notes. To pay money into the revaluation units pupils simply access their account using their finger. Their name and current balance will appear in the window. The cash is then inserted (coins/notes) and the new balance is immediately displayed.

Obtaining a meal in the dining hall

Pupils will enter the dining hall and select their food choice in the usual way. They will then go to one of the “cashless” till points, where they will touch a finger recognition image scanner. This will show the till server the pupils name, class and current cash balance. The server will enter the food items selected and this will show in the display, which pupils will see. This display will also show pupils the amount spent and the new cash balance.

Pupils can keep a check of their current balance either at the till points or via the revaluation units. Again access is via the finger recognition reader.

What controls restrictions will be in place?

It is recognised that many parents may want to pre-pay for meals a week, month or even a whole term in advance, and some daily restrictions are required to control how much pupils can spend in any one day.

As already stated the school will set a ***daily spend limit of £5.00 per pupil***. However, on request this amount can be amended individually for each pupil.

Please note that for those who prefer to pay daily this will still be possible, but must be via the revaluation units.

What happens if a pupil does not have sufficient money in their account to pay for a school dinner?

We will continue to operate as we do currently, a system to enable a pupil to have a school meal, by “loaning” them the equivalent of one-days lunch money. Note this will be limited to £1.70 per pupil and can only be made for one day and the pupil will be expected the following day to re-pay this loan and top-up their account.

What happens to those pupils who are to entitle to a “free school meal”

The system works exactly the same for all pupils, except that for those pupils eligible for free school meals, the school will centrally credit on a daily basis the free school meal allowance to their account. This credit can only be used by pupils during the dinner break. Pupils on free school meals can also top-up their account with additional monies for use at break-time etc.

This is one of the benefits of this system it removes the stigma of “free school meals”.

Dietary control – options

Any pupils with specific food allergies, or other medical conditions which require special diets, can have this information entered into the system which will be used to monitor and prevent specific food being served.

Will pupils find the system difficult to use?

The school will provide training to all pupils on how to use the system and advice on how to control their accounts. This gives them valuable life skills which I am sure they will enjoy. Also remember there will be a pre-set daily maximum spend limit.

System information

As this is a software based system, it will be possible for the school to generate detailed reports on all aspects of use. This will be an invaluable planning tool for the school and catering department. It will also have the facility to generate individual reports for pupils.

Note – regarding Data Handling

As mentioned above this system will hold certain data about our pupils to enable it to operate accurately. This will include for each pupil information about their name, class, photograph, account balance and meal entitlement. This data will be handled under the guidelines of the data protection act and only used by parties directly involved with the implementation of the system.

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