



The Earls High School

A Specialist College for the Performing Arts

Headteacher: Mr. J. Fox

March 2021

NOTIFICATION OF INTENTION TO PROCESS STUDENTS' BIOMETRIC INFORMATION

Dear Parents and Guardians

We are writing to inform you that we use students' biometric information to enable the school to use automated biometric recognition for our Cashless Catering System. The system we have is one that will use information from your child's fingerprint.

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 and use this information for the purpose of providing your child with access to the Cunningham's Cashless Catering service which your child will use if they wish to purchase any items from the school canteen.

The Earls High School will not use the biometric information for any purpose other than that stated above. The school will store the biometric information collected securely in compliance with the General Data Protection Regulations (GDPR) 2018.

In order to be able to use your child's biometric information in this way, the consent of at least one parent/guardian is required. However, should one parent/guardian consent and the other object, then the information will not be used. You can object, in writing, to the proposed processing of your child's biometric information at any time or, if you consent, you can withdraw this consent at any time but must do so in writing.

In addition, your child may at any time object or refuse to allow their biometric information to be used even if you have given your consent. We would appreciate it if you could explain this to your child.

If you do not wish your child's biometric information to be processed by the school, or your child objects to such processing, we will provide reasonable alternative arrangements that allow them to access the cashless catering system.

Should you agree to the processing of your child's biometric information, please can you complete the Consent Form.

Further information and guidance can be found via the following links:

Department for Education's 'Protection of Biometric Information of Children in Schools – Advice for Governing bodies, head teachers and school staff' - <http://www.education.gov.uk/consultations>

School ICO guidance on biometrics in schools 2008 -

http://www.ico.gov.uk/upload/documents/library/data_protection/detailed_specialist_guides/fingerprinting_final_v1.11.pdf

ICO guide to data protection - http://www.ico.gov.uk/for_organisations/data_protection/the_guide.aspx

Yours faithfully

Mr J Fox
Headteacher

Excellence, Care, Partnership

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