



Tupton Hall School

Tupton Hall School

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Headteacher: Mr A J Knowles

5 March 2024

Dear Parent/Carer

Why are we moving to biometrics at Tupton Hall School?

The school is in the process of implementing a biometric system for students to pay for their meals, and this may eventually be rolled out to a new photocopying system in school. This is being undertaken to speed up the dining experience of our students and is a more efficient system which will allow students to pay for their meals using their finger which will also increase the security of money on student accounts. This will not affect the way that money will be put onto the students' accounts, with the preferred method being through Parent Pay. If you need details of your ParentPay account please email parent@tuptonhall.org.uk.

Biometrics is simply a method of identifying an individual person by means of an algorithm-based scan which reads between 50 and 130 points on the finger or thumb and not an actual fingerprint. The biometric identification system that will be operating at Tupton Hall School will use the finger and its image to uniquely identify each student and member of staff. The system measures many aspects of the finger to do this. Each student will have their fingerprint registered, which will then be translated to a unique identification code which is entered into the system. **The system does not create or store an image of the fingerprint.**

When a student uses the biometric identification systems, they are identified by their identification code. The form of identification is called Biometrics, which translated means measurements of human characteristics. This is not fingerprinting. The image of the fingerprint itself is not recorded or stored and cannot be regenerated from the digital data which cannot, therefore, be compared to existing records of fingerprint images.

Parental consent is required to take and process biometric data from your child's finger and uses this information for the purposes of providing your child with certain services, such as the cashless system used for catering. We will not use the biometric information for any purpose other than for catering purposes and possibly in the future for use on photocopiers in school. Tupton Hall School will store the biometric information collected securely in compliance with the Data Protection Act 2018. We will only share this information with the suppliers of our biometric identification systems and will not unlawfully disclose it to any other person.

In order to be able to use your child's biometric information in this way, parental consent is required. Attached to this letter is a consent form which requires signing and returning to school to enable your child to use the biometric system in the dining room. You can withdraw your consent at any time by writing to us. In addition, your child may at 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 to your child's biometric information to be processed by the school, or your child objects to such processing, we will provide, where possible, reasonable alternative arrangements that allow them to access the relevant services.

Should you agree to the processing of your child's biometric information, please note that when they leave Tupton Hall School, or if for some other reason they cease to use the biometric system, their biometric data will be deleted.

As we are unable to undertake the biometric scans without consent it is very important that the consent form below is returned to school **by Wednesday 20 March 2024** or alternatively the online form is completed. Please click on the following link to access this information.
<https://forms.office.com/e/ASTWP9SAGj>

Also attached is a frequently asked questions guide for parents/carers, however if you require further information then please feel free to contact the school by email parent@tuptonhall.org.uk or on the main school telephone number.

Yours sincerely

A handwritten signature in black ink that reads "Angela C Lindley". The signature is written in a cursive style with a period at the end.

Angela Lindley
Operations Manager

Biometrics Frequently Asked Questions

- **What is 'biometrics'?**

Biometrics is a method of recognising an individual based on measurable biological characteristics such as the fingerprint. Fingerprints remain constant over a person's lifetime. Surface wear, minimal temporary or permanent scarring and aging may affect but does not alter beyond recognition the original fingerprint.

- **How is biometric collected?**

Sensors are used to scan the finger and convert the information to a secure digital format to which it is later compared. Technically, biometric capture devices (such as the device we will be using at Tupton Hall School) create electronic digital 'pictures' that are encrypted and stored and then compared to 'live' pictures in order to confirm the identify of a person.

- **Is biometric technology safe to use?**

Any health concerns are actually similar to those encountered in everyday life (touching a fingerprint sensor is equivalent to touching a door handle). Biometric systems use ordinary computing and video technology that a person typically encounters in their day to day activities. Biometrics requires only the placement of a finger.

- **If I provide my biometric (fingerprint), who has access to it and the information associated with it?**

The fingerprint scan is stored in a databased on one computer at the school in a proprietary format (an actual copy of the fingerprint image itself is NOT stored). Only the fingerprint reader can recognise this format. Fingerprints are not transferred to any other systems.

- **Can my biometric image be used anywhere other than the School?**

No. A fingerprint registered on one system will not be valid for another unique system. Only information stored on the databased linked to the biometric scanner used is available when a fingerprint is scanned.

- **What if the biometric scanner is stolen?**

Data is not stored on the scanner itself. The scanner is a vehicle used to confirm the authenticity of the fingerprint.

- **Can someone steal by biometric (fingerprint)?**

A fingerprint is unique. No two people have identical fingerprints. It would be next to impossible for someone to steal someone else's biometric fingerprint.

Biometric Identification consent Form

I am aware that Tupton Hall School is using biometric finger can technology in the dining room and may use this for printing in the future.

I/We give our consent for my/our child to participate in the scheme.

Print Name of Student _____ Tutor Group _____

Print Name of Parent/Carer _____ Date _____

Signature of Parent/Carer _____

Please return to Student Services by Wednesday 20 March 2024