



The Live Date for the new Cashless System is: Wednesday 3rd January 2018

22nd November 2017

Dear Parent(s)/Carer(s)

In collaboration with our new catering provider, Alliance in Partnership, we are changing to a cashless catering system for paying for food and drink. The Biometric e-cashless System supplied by Nationwide Retail Systems will allow us to continue with the development of the school meal service, serving lunches and break time snacks and will provide us with a more efficient, faster and ultimately better quality of service.

This system incorporates the latest technology and eliminates the need for pupils to carry cash. The biometric system (see FAQ's) will recognise the thumbprint of your child at the tills. As per current legislation we will be operating an 'Opt In' policy and therefore require you to complete the attached form. We will require the consent of at least one parent.

If you choose not to have your child registered on the Biometric System a 4-digit PIN code will be allocated. Please note that PIN codes do not have the same level of security and it will be your child's responsibility to remember the code and keep it secure at all times.

We will commence operating the system on **Wednesday 3rd January 2018** and no cash will be accepted at the till points after this date.

All students and staff will be given training on how to use the system.

Any amount of money can be paid into a pupil's account, and any money spent on food and drink will be deducted on a daily basis.

Parents will be able to add funds to their child's account using the online Parent Pay Website, (www.parentpay.com). If you have an existing ParentPay account this can be used, otherwise there is a simple registration process. If you have never activated your details with ParentPay you will have a letter enclosed with this pack with the instructions on how to activate your account).

A daily 'spend limit' of £3.50 will be programmed into the system. You will be able to change this limit by writing to Mrs Fuller here at Holywell.

Could you please therefore complete and sign the form attached and return to Mrs Fuller, Office Manager no later than **Tuesday 28th November 2017**.

Yours sincerely

Mr M G Simpson
Headteacher



Headteacher: Mr MG Simpson MA, NPQH

Deputy Headteacher: Miss A Stewart - Deputy Headteacher Mr S Van Der Merwe - Assistant Headteacher: Mrs H Donnellan

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