

## SCHOOL BIOMETRIC DATA INFORMATION SHEET

The Blue Coat School Basingstoke ('the School') wishes to use data about your child as part of an automated (i.e. electronically-operated) recognition system. This is for the purposes of using the catering services. The data from your child that we wish to use is referred to as 'biometric data'. We are legally required to notify each parent of a child and obtain the written consent of at least one parent before being able to use a child's biometric data for an automated system.

### Biometric data and how it will be used

Biometric data is information about a person's physical or behavioural characteristics that can be used to identify them. The School would like to take and use data from your child's fingerprint and use this data for the purpose of providing your child with access to the catering system.

The data will be used as part of an automated biometric recognition system. This system will take measurements of your child's fingerprint and convert these measurements into a template to be stored on the system. An image of your child's fingerprint is not stored. The template (i.e. measurements taken from your child's fingerprint) is what will be used to permit your child to access services.

When using biometric data about your child for the purposes of an automated biometric recognition system the School will ensure that:

- parents are told what the school intends to do with the data
- the data will not be used for any purpose other than the purpose for which it was originally obtained and made known to parents
- the data is stored securely
- the data will only be shared where the law allows it

A privacy notice is enclosed with further information about the collection and use of your child's biometric data.

### Providing your consent/objection

To be able to use your child's biometric data, the written consent of at least one parent is required. Either parent can object in writing to the use of their child's biometric data. If a parent objects, the School cannot collect or use their child's biometric data for inclusion on the automated recognition system. Similarly, if your child objects, the School cannot collect or use their biometric data for inclusion on the system.

You can also object 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.

The School is happy to answer any questions you or your child may have.

If you do not wish your child's biometric data to be used by the School, or your child objects, the School will provide reasonable alternative arrangements to access the catering services.



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Registered Office: South Farnham School, Menin Way, Farnham, Surrey GU9 8DY | Company Registration Number 07652902 (England and Wales)



## **PRIVACY NOTICE – SPECIAL CATEGORY – BIOMETRIC DATA**

The Blue Coat School Basingstoke ('the School') collects and uses your child's biometric data. The School will use the data for the following purpose(s): For the purposes of purchasing meals at the school canteen. The School's lawful basis for the use of your child's biometric data is your written consent. The School will keep your child's biometric data in accordance with the School's retention schedule. You have some legal rights in respect of the biometric data we collect from your child. Please see the School's general privacy notice on our website: [www.aldworth.hants.sch.uk](http://www.aldworth.hants.sch.uk) for further details. You can contact the School's Data Protection Officer at: [dpo@aldworth.hants.sch.uk](mailto:dpo@aldworth.hants.sch.uk) If you have a concern about the way we are collecting or using your child's biometric data, you should raise your concern with us in the first instance or directly to the Information Commissioner's Office at: <https://ico.org.uk/concerns/>

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