

### **BIOMETRIC SYSTEM USE IN SCHOOL**

Stanley High School operates a cashless biometric system for the catering service and student printing. Each student will have an account set up in their name and this can be accessed by having their fingerprint read by a special machine at the till point, re-valuation (account top-up) machine and printers. There is currently no charge to students for printing in school.

Under this system, a student's cafeteria account can be credited in two ways:

- Cash inserted in re-valuation (account top-up) machines located in and near the dining room
- On-line via ParentPay, by transferring funds between your bank account and your child's cafeteria account. There is a link on our website to ParentPay to enable you to access this facility. Details of how to register will be sent during the summer holidays.

Further information regarding the cashless system and the biometric technology can be found on our website [www.stanleyhigh.co.uk](http://www.stanleyhigh.co.uk).

### **OFF SITE VISITS**

Stanley High School may take students off the school premises for the purposes of a curriculum study visit, field trip, concert rehearsal, or regular sports fixtures. These visits may be for a whole or part of a normal school day or may take place beyond normal school hours. Visits may solely be for pleasure purposes that take place on normal school days, at weekends or during holidays. Parents will be notified before any such visit takes place. Any overnight, extended or overseas visits will have a separate permission form that will be sent to me before that visit. Stanley High School and its appointees will take all reasonable steps to ensure the safety of students at all times. All off site visits are covered by our Insurance Policy.

### **USE OF DIGITAL/VIDEO IMAGES**

The use of digital/video images plays an important part in learning activities. Students and members of staff may use digital cameras to record evidence of activities in lessons and out of school. These images may then be used in presentations in subsequent lessons.

Images may also be used to celebrate success through their publication in newsletters, on the school website and occasionally in the public media. Images will only be used to support learning activities or in publicity that reasonably celebrates success and promotes the work of the school.

The school will comply with the Data Protection Act and request parent /carers permission before taking images of members of the school. We will also ensure that when images are published that the young people cannot be identified by the use of their full names.

**As the parent/carer I agree to the school taking and using digital/video images of my child. I agree that if I take digital or video images at, or of, school events which include images of children, other than my own, I will abide by these guidelines in my use of these images.**

**I agree my child should be registered to use the biometric technology and participate in offsite activities**

Student Name \_\_\_\_\_

Parent/Carers signature \_\_\_\_\_

Date \_\_\_\_\_