About Cunningham's & ParentPay

Cashless catering system (Cunningham's) runs through the existing ParentPay system and allows online payments to be made to individual student's accounts. Parents are familiar with this process when paying for items such as school trips.

The introduction of a recognition system means that students are recognised at the tills in the Dining Hall by means of a scan of their finger. The advantage of this system is that there is no need for students to carry cash (or account cards) around school which could be lost or damaged.

Students will be required to register by providing an image of their fingerprint; **please note that fingerprint images are not stored within the system and cannot be used by any other source for any other identification purposes**. The fingerprint image is digitalised to create a unique identification code for your child only to access catering services.

Your child is the only person who will be able access the money you pay into his/her account. Other schools who have adopted this system also report a reduction in queuing time which means your child will have more time to enjoy his/her lunch.

To find out more about these providers and how their systems work you can visit their websites: www.parentpay.com and www.cunninghams.co.uk
Important Information - The information from your child that we wish to use is referred to as 'biometric information' (see next paragraph). Under the Protection of Freedoms Act 2012 (sections 26 to 28), we are 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 information for such an automated system.

Biometric information and how it will be used - *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. The school would like to take and use information from your child's fingerprint and use this information for the purpose of enabling your child to access their account for the schools catering services.

The information 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 their account for the schools catering services.

You should note that the law places specific requirements on schools when using personal information, such as biometric information, about students for the purposes of an automated biometric recognition system.

For example:
(a) the school *cannot* use the information for any purpose other than those for which it was originally obtained and made known to the parent(s) (i.e. catering services);
(b) The school must ensure that the information is stored securely;
(c) The school must tell you what it intends to do with the information;
(d) Unless the law allows it, the school cannot disclose personal information to another person/body – you should note that the only person/body that the school wishes to share the information with is Cunningham's, who are the supplier of the biometric catering system. This is necessary in order to add your child to the system.

An introduction to our online payment service

ParentPay is a schools external national provider used by Nishkam Schools. It allows a means of school payment on a secure online platform - www.parentpay.com

What does ParentPay do?
- enables you to pay for lunch and tuck shop and other items such as trips online through a secure web portal
- offers a highly secure payment site
- gives you a history of all the payments you have made
- allows to create a single account login across all your children that attend a ParentPay school
- shows you all items available for payment relevant to each of your children
- emails a receipt of your payment to the email address you register
- offers you the ability to set automated email/SMS payment reminders

How does ParentPay help you?
- gives you the freedom to make payments to school whenever and wherever you like
- stops you having to write cheques or search for cash to send to school
- gives you peace of mind that your payment has been made safely and securely
- helps with budgeting; payments are immediate, there is no waiting for cheques to clear
- payments for many of the larger trips can be made by instalments up to the due date
- you never need miss a payment or have insufficient credit with automated email/SMS alerts
- ParentPay is quick and easy to use

How does ParentPay help our school?
- reduces the administrative time spent on banking procedures
- keeps accurate records of payments made to every service for every student
- payments do not bounce
- reduces paper 'waste'
- allows for easy and quick refunds to be made back to the payment card
- improves communication between the school and parents concerning payments
- offers a more efficient payment collection process, reducing the amount of money held on school premises
- helps us improve school-home communication with its integrated email/SMS messaging centre

How do I get started?

We will send you a letter containing your activation username and password to enable you to setup your ParentPay account. During the activation process you will receive an email from ParentPay to verify the account. Once verified, your account will have been activated. You can then set up your email address as your username and a password to something more memorable.

If you have more than one child at a ParentPay school/s you can add all your children to a single account providing one login for your children. Log in to your ParentPay account, go to 'add a child'. Add the username and password we have provided to the page. Select your child's name. The account is now set up for you to use.

More information

Lunch Payment

Nishkam School West London operates a cashless payment system via Parentpay whereby parents can make payments online or via PayPoint cards/barcodes for lunches, trips or other service payments (PayPoint

cards/barcodes need to be requested from the school office). ***please note lunch/ tuck shop payments need to be made before the start of each half term.***

- Lunch is charged at £2.50 per day, £12.50 per week. The price includes a freshly prepared hot meal with dessert, or the meal deal offer at the tills (sample menu enclosed). Please add on an amount that will cover the purchases made by your child

- Tuck shop (sample price list enclosed), if your son/daughter will be using this service, payment to the tuck shop will have to be made regularly depending on the amount your child is spending.

Cash or cheques will not be accepted in school.

Your username and password for ParentPay will be posted out to you soon. Please make payments for school dinners and the tuck shop before the start of the new academic year.

More information can be found on the ParentPay website, alternatively contact the School Office on 0203 141 8760