

## Cashless Catering at Brockhill Park

We plan to install a cashless system in the school canteen to simplify and speed up service and will eventually apply this to purchases from the school shop and for trips and visits. This information guide has been prepared for you by Independent Catering and they will also be pleased to meet you on Monday 14<sup>th</sup> November 2011 to explain the system and answer any questions.

- **What is a Cashless System?**

The cashless system is controlled by I.M.P.A.C.T. - Software. The system recognises each pupil, holds cash balances, records cash spent and cash received, and records where money is spent, on what food, on any specific date and time of day.

- **How are pupils recognised by the system?**

Pupil's will have their fingerprint registered and recorded onto the programme for identification.

- **How is this then used to obtain a school meal?**

The Pupil places their finger on a scanner at the point of sale; a display will show the server the pupil's name, class and current cash balance. The selected food items will be entered into the system while the amount spent and the new cash balance will show on the display.

- **How is money entered into the system?**

Pay online at [www.independentcatering.co.uk](http://www.independentcatering.co.uk) . Full details about registering will be provided. You will be able to see credits and purchases and view your balance. You will be emailed when the balance falls below £5.00.

By 'Cheque' payment made **to Independent Catering** through school.

By 'Cash Coin' into an automatic cash revaluation terminal located in the dining room.

- **How will the pupil be able to check what the current cash balance is held in the system at any one time?**

By using the revaluation station or the remote display at the point of sale after purchase

- **If we pay for a set number of school meals, can it be spent in one day?**

No, a daily spend limit of £ 5.00 will be set for all pupils and no food above that limit can be bought. On request, an individual pupil limit of your choice could also be set, to include a school dinner and break time snacks.

- **What if the pupil does not hold a sufficient cash balance one day to pay for a school dinner?**

Pupils will be allowed one meal to the value of £2.00 and told to top up their accounts by the following day.

- **What about pupils entitled to a 'free school meal'?**

The system works the same for all pupils whether they pay or have a free school meal. The amount allocated for the free school meal will be entered into the system daily, any under spend or missed dinner will be identified by the system and will not be added to the next day's balance.

Extra cash may be added by paying online or using the revaluation station, to enable a greater daily spend than allocated by their free meal allowance.

- **How will 'healthy eating' be encouraged?**

When the food is selected on the canteen server's keypad, it will also register points for a balanced, healthy and nutritious school dinner. At the end of the term the top scoring pupils will be identified and the winner receives an award.

- **What is meant by 'dietary control'?**

Should the pupil have a specific food allergy, or be a diagnosed diabetic, this medical information can be coded into the system, preventing foods with allergy ingredients from being served to a particular pupil, by automatically locking out relevant buttons on the keyboard.

- **Will pupils have problems in using this system?**

Most learn this important life skill very quickly and will enjoy being in control of their account.

- **Data Handling:**

Certain data will be held on the system at the School to enable accurate operation. This will include your child's name, class, photo, account balance and meal entitlement. This data will be handled under the guidelines of the data protection act and only used by parties directly involved with the implementation of the system and no other parties.

We hope can see the many benefits of installing the system and will join us for the presentation.

1<sup>st</sup> November 2011