



Cleveland School

AN INSIGHT TO THE CASHLESS
SCHOOL MEALS SYSTEM FOR
PARENTS
AND PUPILS

What is a Cashless System?

At the heart of the cashless system there is a computer controlled by I.M.P.A.C.T. - Software. This allows the system to recognise each individual pupil and hold individual cash balances. It can record when cash received, where money is spent on any specific date and time of day.

How are pupils recognised by the system?

Each pupil will have their fingerprint registered which will then be translated to an Alpha Numeric number, the image is then discarded, when used this will then enter them into the system program and identify them by a number.

How is this then used to obtain a school meal?

The Pupil simply places their finger on a scanner at the point of sale; a display will show the server the pupil's name, and current cash balance held within the system. The selected food items will be entered into the system from an itemised keyboard, the amount spent will be processed and the new cash balance will show on the display.

How is money entered into the system?

By Online Payments. Parent/carers log-on to ParentPay using a secure username and password to 'top-up' their child's account.

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

The till at the point of sale will show the new cash balance when the food service is finished. Students are encouraged to check their balance prior to the start of each day, and to 'top up in advance' to allow for payment processing times. Parents/Carers can also view catering balances in their ParentPay account.

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

No, a daily spend limit of £6 will be set for all pupils, no food above that limit can be bought. On request an individual limit of your choice could also be set for your child, to either increase or decrease their daily spend limit. Parents/Carers can contact the school to arrange this.

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

No pupil is refused a school dinner because they have not brought dinner money to school with them. The school will allow for the pupil to loan money via the Finance Office for one

day. However, the pupil would be expected to bring money in the next day to cover the cost of the meal which will be applied to their account, or Parents/Carers must top-up the ParentPay dinner money account to cover this. Student's should be made aware that the cost of the meal and additional funds would need to be added to avoid a negative balance occurring if they wish to purchase an another meal.

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

The system works exactly the same for all pupils whether they pay or have a free school meal. All pupils have their own account to use in the same way. The amount allocated for the free school meal will be entered into the system by the software daily.

The system will then assign the required cash amount daily for each individual pupil to their current cash balance. However, any under spend or missed dinner will be identified by the system and will not be added to the next day's balance.

Additional money can be added to students balance in the system by Parents/Carers via ParentPay to increase their child's daily spend. This money is separate to the amount allocated by their free meal allowance, so pupils can still get a Free School Meal too.

There is no discernible difference between those taking a Free School Meal and those not.

Will pupils have problems in using this system?

Some pupils may find it difficult to control their accounts for the first couple of weeks, but because of a daily spend limit most learn this important life skill very quickly and will enjoy being in control of their account. The school will support students in the use of this system as necessary.

Data Handling

Certain data will be held on the system 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. If you have any concerns please contact the school office.

Main Benefits

- Convenient way of paying for school meals. No more looking for change every morning.
- Discourages the misuse of school dinner money through spending in shops outside of the school grounds.
- Alleviates many of the associated problems with the use of cash in schools. i.e. Potential loss, theft or bullying.

- Queuing times are reduced through increased speed of service.
- Automatic free school meal allocation with the pupil remaining anonymous.
- Detailed reports to analyse all aspects of the use of the system.
- Having control of pupil accounts by pupils using the I.M.P.A.C.T. System teaches important life skills of managing a budget.