

Your Guide to BGN's Cashless Catering System



**Balanced
Good Quality
Nutrition**



Contents

Introduction	3
Information on Cashless Catering	4, 5, 6
Biometric Explanation	7, 8
Information about ParentPay	9
Current school meal price list	10
Example of typical menu	11



Introduction

Please take time to read this booklet as it will give you all the basic information you need to help you & your child to use our Cashless Catering system from September.

At BGN we have been using a cashless system for our catering service since 2010. This has proved to be very popular with parents and pupils who enjoy the high quality of our school meals.

The Government wants to continue encouraging more children to eat school meals as they recognise the importance and value of this. The cashless system helps to speed up queuing at meal times - one of the reasons why pupils are put off school meals.

Please see page 4 for more details on cashless catering.

Please be advised we do not accept cash or cheques in school.

The school uses ParentPay as the online provider to enable you to securely upload money at any time to your child's catering account for their school meals.

Please see page 9 for more details on ParentPay.

If you have any questions, please email the school on

office.4600@bgn.oxon.sch.uk
or call us on 01295 264216



Cashless Catering at Blessed George Napier Catholic School

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, hold individual cash balances, record cash spent and cash received, record where money is spent, on what food, on any specific date and time of day.

How does the pupil obtain a school meal?

The pupil will touch a finger recognition image scanner (using a biometric system) in front of the point of sale touch screen. A display will show the server the pupils name, class and current cash balance held within the system. The selected food items will be entered into the system from an itemised keyboard while the amount spent, and the new cash balance will show on the display.

How is money entered into the system?

Accounts are topped up via Parentpay our online facilitator (see page 9)

Cash only families can pay for school meals with a PayPoint card at PayPoint facilities in local shops/outlets .

Please advise the school office if you need this facility. We will provide you with a PayPoint card, however, there is a charge of £2 for the replacement of lost/damaged cards.

It is the responsibility of parents to ensure sufficient funds are available on lunch account at all times.



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.

Will we be able to have any information on how the system is being used?

Reports can be obtained from the system giving comprehensive information on all aspects of use for each individual pupil as well as each day's service. These reports can be for a specific day or between any dates you wish, they will be dated and timed to the minute, and can be obtained from the school office.

After you have logged onto Parentpay you can also view what your child has eaten and the total cost of each serving. You can also set an alert to let you know when the account needs to be topped up.

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 General Data Protection Regulations and only used by parties directly involved with the implementation of the system.

All data is collected and deleted in accordance with the GDPR.



Information on our Biometrics System



Biometrics and Security

Students, parents and staff can rest assured that the fingerprint images cannot be used by any other source for identification purposes. The system uses an image of the fingerprint to create a mathematical algorithm and then discards the fingerprint; only the numbers remain, and these cannot be reinterpreted back into a fingerprint image. Fingerprinting is voluntary and written consent is required, those not signed up may have a swipe card to use instead at the till. These are provided by the school but cost £5 each time to replace if lost.



The future is in your hands!



Make up of a fingerprint



Bio – what??

Biometrics authentication is the automatic recognition of a living being using suitable body characteristics. By measuring an individual's physical features in an authentication inquiry and comparing this data with stored biometric reference data, the identity of a specific user is determined. There are many different biometric features that can be used for authentication purposes these include fingerprint, signature, iris, retina, DNA or any other unique characteristic. Once a characteristic has been chosen the next stage in the Biometric process is authentication. A biometric feature is saved on to a database. Once the data has been stored, a new scanning of the biometric feature is taken. If the comparison is positive, access to the appropriate application is granted.

Frequently Asked Questions

Why do you need to take my child's fingerprint?

By taking an image of your child's fingerprint we can turn this information into a digital signature. This unique image will then be used to access funds on their account instead of using cash.

Can fingerprints be used by any other agency?

No, the software we use turns your child's fingerprint in to a mathematical algorithm. The image of the finger print is then discarded. The information that is stored cannot be used to recreate an image of the child's fingerprint

What happens when my child leaves the School?

When a student leaves school all data is deleted.



An introduction to our online payment Service

www.parentpay.com

What does ParentPay do?

- enables you to pay for school dinners and school trips.
- offers a highly secure payment site
- gives you a history of all the payments you have made
- allows the merging of accounts if you have more than one child at school
- emails a receipt of your payment to the email address you register

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 without the need for students to bring cash into school
- ParentPay is quick and easy to use

How do I get started?

We will send you an activation letter before September to enable you to setup your ParentPay account. The activation letter will contain a personal activation username and password to enable you to login to ParentPay. During the activation process you will be guided through changing your username and password to something more memorable; you can also merge your accounts if you have more than one child.

More information

More information can be found on the ParentPay website and there is a link from the school website.

Please also contact the school office on 01295 264216 with any questions.



BGN Price List

Main meal	£2.50
Pasta pot with selection of sauces	£2.50
Selection of salad Pots	£2.50
Chicken melts	£2.30
Beef Burger	£2.00
Hot Dog	£2.00
Pizza Slice	£1.20
Jacket potato	£1.50
Chips/roast/mashed potato	£1.00
Vegetables	70p
Bacon/sausage bap	£2.00
Panini/wrap/baguettes	£2.50
Sandwiches	£2.10
Soup with roll	£2.00
Soup	£1.50
Roll	50p
Homemade cake options	£1.00
Homemade cookies	80p
Fruit	80p
Plain water	80p
Flavoured water	£1.00

BREAK TIME MEAL DEAL - £3.00

Sandwich or breakfast roll & yoghurt or fruit & drink

LUNCH TIME MEAL DEAL - £3.00

Hot Main & yoghurt or fruit or home baking



BGN Example Weekly Menu

Week 1	Monday	Tuesday	Wednesday	Thursday	Friday
Main meal	Chicken fajitas 2 Herbie diced potatoes 2 Selection of vegetables and salads	Butchers' own sausages and mashed potatoes 2, 7 Selection of vegetables and salads	Chicken melts 2, 7 Sweet & sour pork 2, 13 Selection of vegetables and salads	Roast chicken with stuffing and roast potatoes 2, 7 Selection of vegetables and salads	Breaded fillet of fish 2, 5 Scampi 2, 3 Chips Selection of vegetables and salads
Vegetarian	Macaroni cheese 2, 7	Vegetable curry with rice	Vegetarian burgers served in a bap 2,13	Cauliflower cheese 2, 7	Cheese and onion pasties 2, 7
Dessert	Yoghurts 7 Homemade cakes and cookies 2, 4, 7, 10, 13 Fresh fruit	Yoghurts 7 Homemade cakes and cookies 2, 4, 7, 10, 13 Fresh fruit	Yoghurts 7 Homemade cakes and cookies 2, 4, 7, 10, 13 Fresh fruit	Yoghurts 7 Homemade cakes and cookies 2, 4, 7, 10, 13 Fresh fruit	Yoghurts 7 Homemade cakes and cookies 2, 4, 7, 10, 13 Fresh fruit
Available daily	Pasta bar Jacket potato with choice of fillings Selection of baguettes/ sandwiches/wraps	Pasta bar Jacket potato with choice of fillings Selection of baguettes/ sandwiches/wraps	Pasta bar Jacket potato with choice of fillings Selection of baguettes/ sandwiches/wraps	Pasta bar Jacket potato with choice of fillings Selection of baguettes/ sandwiches/wraps	Pasta bar Jacket potato with choice of fillings Selection of baguettes/ sandwiches/wraps
Drinks	Flavoured milk Bottled water	Flavoured milk Bottled water	Flavoured milk Bottled water	Flavoured milk Bottled water	Flavoured milk Bottled water

- **Gluten free and dairy free is available daily, but please pre-order**
- **Please see labels for allergens and refer to the allergen list as indicated by the numbers on the menu**
- **Please be aware that due to the way our food is prepared, additional allergens may be present**

THE WEEKLY MENU CAN BE FOUND ON THE WEBSITE