

# THE NORTON KNATCHBULL SCHOOL



(Founded 1630)

Hythe Road  
Ashford  
Kent  
TN24 0QJ

[www.nks.kent.sch.uk](http://www.nks.kent.sch.uk)  
[information@nks.kent.sch.uk](mailto:information@nks.kent.sch.uk)  
Tel: 01233 620045  
Fax: 01233 633668

Headteacher: Ms S. K. Staab, BA, MA, Dip Trans



**The Live Date for the new Cashless System is: (18/11/2013)**

**23/09/2013**

**Dear Parent/ Carer**

We are pleased to announce that The Norton Knatchbull School is installing a cashless catering system in November 2013. The new system will allow us to continue with the development of the school meal service, and will provide us with a more efficient, faster and ultimately better quality of service.

This system incorporates the latest technology and eliminates the need for pupils to carry cash throughout the day thus reducing the risk of bullying. It is also biometric (see FAQ's) so there is no need for pupils to carry a card as the system will recognise the thumb of your child at the revaluation pay points and at the tills.

We will commence operating the system on Monday 18<sup>th</sup> November and as such no cash will be accepted at the Till Points after this date.

All students and staff will be given training on how to use the system.

Any amount of money can be paid into a pupil's account, and any money spent on food & drink will be deducted on a daily basis.

We have one payment options available to you – online payments via Tucasi ( Catering Portal will be on school website ) coin and note payments and cheque payment will not be accepted .

A daily 'spend limit' of **£10.00** will be programmed into the system. This can be increased or decreased for an individual student by making a written request to the school finance office.

As per current legislation we will be operating an 'Opt In' policy and therefore require you to complete the attached form. If you choose not to have your child registered on the Biometric System a 4 digit PIN Code will be allocated. Please note that PIN Codes do not have the same level of security and it will be your child's responsibility to remember the code and keep it secure at all times. Students will be registered on the system over two days Thursday 10<sup>th</sup> & Friday 11<sup>th</sup> October 2013; we therefore require all consent forms to be returned to school by Monday 7<sup>th</sup> October.

The attached information should answer any questions you may have.

Yours sincerely

Susanne Staab  
Headteacher.



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## Dear Parent

As the 'Live Date' for the new Biometric Trust-e Cashless System supplied by Nationwide Retail Systems Ltd is imminent, we require the consent of at least one parent in order that the biometric information of your child can be processed. Please be assured that this information remains within the school and that the biometric information taken is an algorithm and not the actual finger print.

If you choose not to have your child registered the school will provide alternative methods of identification such as (**4 digit PIN code** or **Smart Card**). The preference of the school is to use biometrics as this is more secure and faster than any other method of identification and we appreciate your co-operation with regards to this matter.

Could you please therefore complete and sign the form below and return to school office by no later than **7/10/2013**.

Yours sincerely

**Susanne Staab**  
Headteacher