



Biometric Cashless System

Boston College Main Campuses Only

We are pleased to inform you that we will continue to operate a biometric recognition system at Boston College. This allows us to make the best use of systems such as cashless catering which offer the benefit of increased security for handling cash transactions in the college.

This type of technology is used successfully by many schools and colleges across the country.

We would like to make it clear that we will comply at all times with the data Protection Act and with the provisions of the Protection of Freedoms Act 2012 (which came into force in September 2013) regarding the use of biometric data.

Further information about biometrics is enclosed overleaf.

Biometric information is information about someone’s physical or behavioural characteristics that can be used to identify them. There are many possible biometrics, including for example, a digital photograph, fingerprint, or hand shapes. As part of our identity management systems, we will record a biometric measurement taken from a finger, but not a fingerprint image. The information is stored in a highly secure database and will only be used by the college to confirm who is using a range of services. In future we may use other biometric services where appropriate. We will store the least amount of data possible. This reduces the risk of loss of data. The data that is held cannot be used by any other agency for any other purpose. The college will not use the biometric information for any purpose other than that stated above. The college will store the biometric information collected securely in compliance with the Data Protection Act 1998. The college will not share this information with anyone else and will not unlawfully disclose it to any other person.

Current Legislation – The Protection of Freedoms Act 2012

This legislation requires colleges to:

- Inform parents/guardians about the use of the biometric systems in the college and explain what applications use biometrics for learners under 18
- Receive written permission from one parent/guardian to be able, to process biometric information for learners under 18
- Allow you to choose an alternative method

If you are aged under 18, in order for you to be able to use the biometric system, one parent or guardian will need to read, sign and return the form opposite. Learners under 18 who do not have permission will not be able to use existing or new biometrics when using services in the college.

No signed permission is needed if you are aged 18 or over.

If you are unable to use the biometric system we will provide reasonable alternative arrangements that allow you to access current and future services.

Please note that when you leave the college, or if for some other reason you cease to use the biometric system, your biometric data will be permanently deleted.

Please note that any credit must be used prior to the end of the academic year. Money left in your account at the end of the academic year will not be returned.

If you would like to discuss this in more detail, please contact Reception.

CONSENT FORM FOR THE USE OF BIOMETRIC INFORMATION IN COLLEGE

Parent/Guardian consent is required for all learners aged under 18

Please complete this form if you consent to your young person using biometric systems until he/she turns 18 or leaves college.

Once your young person ceases to use the biometric recognition system, his/her biometric information will be securely and permanently deleted by the college.

I give consent to the college for the biometrics of my young person:

Learner’s Name:

Learner’s Date of Birth:

Learner’s ID No (if available):

to be used by Boston College for use as described in this leaflet.

I understand that I can withdraw this consent at any time in writing.

In signing this form, I agree to ensure that any person(s) with parental responsibility has been informed of this consent declaration.

Name of Parent/Guardian:

Signature:

Date:

Please bring this consent form with you to Rochford Reception.