



George Stephenson High School

Cashless Catering System – Information for Parents and Students

Important Information

The school will issue each student with a contactless catering card. This card will act as a “credit/debit card”. Students must **bring their catering card to school every day**. Replacement cards will be available at a cost of £5, which is charged on ParentMail, and cards can be requested from the school Main Office.

What is a Cashless System?

At the heart of a Cashless Catering System there is a computer controlled by IMPACT Software (Information Management for Point of sale Access and Cashless Tracking). This allows the system to;

- recognise each individual student
- hold a record of individual cash balances
- record cash spent and received
- record where the money is spent, the date and time and details of what was purchased.

How is money entered into the system?

1. Using our ParentMail system online – more information can be found on: <https://www.parentmail.co.uk/help/parenthelp/payments/dinner-money/>. This is the preferred option for payment for school meals.
2. By “Cash Note and Coins” into an automatic cash revaluation terminal located in the Hall which is to accept £20, £10, £5 notes and coins (except 1p, 2p and 5p coins), which will be credited to their school meal account.

How will the student be able to check their current cash balance?

By using the revaluation station. Students use their lunch card to check their balance. Tap the card on the machine and the card user’s name is displayed along with the current balance. There is no need to deposit any money, just press the silver button to finish. Students can also see their balance on the display at the point of sale (till). The new balance will be shown once the food service is complete.

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

No, a daily spend limit is set for all students. Once the spend limit is reached no food can be purchased. An individual daily spend limit of your choice can be set, to include a school dinner and break time snacks. Any amount of money can be paid into the student’s account and any money spent on food and drink will be deducted daily.

The school will add a daily spend limit of £5.00, this can be increased or decreased by parents making a written request to financesupport@gshs.org.uk

Free School Meals Students

The system works the same for all students whether they pay for meals or have a Free School Meal. All students have their own account to use. There is no difference between students. All Free School Meal entitlements are entered onto the system daily. The cashless system automatically allocates the appropriate accounts with the value of the Free School Meal allowance.

Parental Access to Information

Parents/Carers will be able to access from the system detailed information on all aspects of your child's food purchases, such as:

- All food purchases and cost (per day/date)
- List of all payments made into the account (online and revaluation terminal)
- An overview of all cash deposited and the current cash balance

Data Handling

Certain data will be held on the system to enable accurate operation. This will include the student 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.

Main Benefits:

- Convenient way of paying for school meals
- Alleviates many of the associated problems with the use of cash in schools
- Healthy eating is encouraged
- Queuing times are reduced through increased speed of service using a lunch card
- Automatic free meal allocation with the student remaining anonymous

As part of the school's commitment to effective learning and healthy living, students are encouraged to drink water throughout the day. Water is for sale in the cafeteria and a free water fountain is available at break and lunchtime for students to replenish water bottles. Fizzy pop and energy drinks are **not allowed** in school and will be confiscated.