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SY23 3AW

Dear Parent/Guardian

We use a biometric registration system for the Sixth Form at Penglais School. Sixth Form pupils are registered electronically when they attend a class. However, when there is not a timetabled lesson this biometric registration system for study periods not only gives students a convenient and time saving way of signing in but, more importantly, provides us with accurate information which is crucial in emergency situations e.g. fire bell.

The biometric system does not require a 'full fingerprint' from a pupil. The fingertip reader discards most of the data and retains a record of approximately 120 random points. This is not stored as an image but is converted into a series of numbers. It is impossible to convert this to a fingertip image as this is not the information captured by the reader.

This biometric technology has been used widely in UK schools for nearly ten years. All information is deleted when pupils leave the school roll. It is essential for health and safety reasons that the school has accurate records of which pupils in Years 12 and 13 are on site. For a number of years the privilege for Year 12 and 13 pupils to have freedom of movement on and off site has been an integral part of the ethos of our successful Sixth Form. This fosters maturity in youngsters and helps to bridge the transition from school to further education or employment.

For parents who do not wish to have information from their child's fingertip recorded on the biometric system there is another option. The school can issue the pupil with a PIN number. However, this is clearly open to abuse and will not be as reliable as the biometric system. Pupils who are not part of the biometric system will take considerably longer to register on and off site.

Yours faithfully

Mrs. J. E. Elgood
Head of Sixth Form

PUPIL NAME: _____ FORM: _____

I give/do not give permission for my son/daughter to have biometric information stored at Penglais School for the purposes of registration on and off site.

Signed: _____ (Parent/Guardian) Date: _____



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Pennaeth Dros Dro/Acting Headteacher: Mrs H Griffiths