**St. Gregory’s Catholic High School**

**Cashless Vending Fact Sheet**

**Main Benefits**

* Convenient way of paying for school meals. No more looking for change every morning.
* Discourages the misuse of school dinner money through spending in shops outside of the school grounds.
* 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.
* Automatic free meal allocation with the pupil remaining anonymous.
* Detailed reports to analyse all aspects of the use of the system.
* Having control of pupil accounts by pupils using the I.M.P.A.C.T. system teaches important life skills.
* A more efficient delivery of service helps the caterer to provide wholesome, healthy and enjoyable school meals at a low cost.

**What is a Cashless System?**

At the heart of the cashless system is a computer controlled 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 are pupils recognised by the system?**

Each pupil will have their fingerprint registered which will then be translated to an Alpha Numeric number, **the image is then discarded**; when used this will then enter them into the system program and identify them by a number.

**How is this then used to obtain a school meal?**

The pupil simply places their finger on a scanner at the point of sale; a display will show the server the pupil’s name, class and current cash balance held within the system. The selected food items will be entered onto 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?**

Download the School Gateway App and add money to your child’s account. Information on how to download the app is available on the school website: <http://stgregorys.fluencycms.co.uk/School-Gateway-App>

By ‘Cash Coin and Note’ into an automatic cash revaluation terminal located in the school (by staffroom and dining room) which is set to accept £20-£10-£5 notes £2-£1-50p-20p-10p coins. (1p-2p-5p- coins, cannot be used).

Terminals can only be used before morning registration, at break and lunch times and after the end of the school day.

**Please note that NO CHANGE is given. School does not have the facility to give change.**

**How does the revaluation station work?**

1. The pupil places their finger on the scanner mounted on the Revaluation Station to enter the I.M.P.A.C.T. system which will display the pupil’s name and current cash balance held within the system.
2. Coins are inserted into the slot. Each incremental cash balance will show on the display.
3. The red button is pressed to tell the system the transaction is completed.

**How will the pupil be able to check what the current cash balance is held in the system at any one time?**

1. By using the revaluation station. Place their finger on the scanner display the current cash balance. There is no need to deposit any money, just press the red button to finish.
2. Also a Remote Display at the point of sale will show the new cash balance when the food service is finished.

**What if the pupil does not hold a sufficient cash balance one day to pay for a school dinner?**

No pupil is refused a school dinner because they have not brought their dinner money to school with them. The school will allow for the pupil to loan money for one day. The pupil is expected to repay the loan **the next day** and re-credit the system by using the revaluation station.

**What about pupils entitled to a free school meal?**

The system works exactly the same for all pupils whether they pay or have a free school meal. All pupils have their own account to use in exactly the same way.

The amount allocated for the free school meal will be entered into the system by the software daily.

The system will then allow on a daily basis the required cash amount for each individual pupil to be allotted to their current cash balance. However, any under spend or missed dinner will be identified by the system and will not be added to the next day’s balance.

The pupil can also add extra cash on his or her balance in the system by using the revaluation station, to enable a greater daily spend on the school dinner than allocated by their free meal allowance. As this allowance can only be spent on a school dinner, extra cash added into the system can also be used for break time snacks.

There will be no more queuing to be issued with a free meal ticket.

**If you require additional information regarding Cashless Vending, please ask when you visit the school.**