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**Executive Principal: Simon Rowe**

April 2015

Dear Parents/Carers,

New Wicklea Library

For the past ten years at Waycroft Academy we have been using a Library Management program to issue/return books and evaluate borrowing.

We have recently upgraded our system at Waycroft (and are introducing this system as part of our new library development at Wicklea) It is an internet based version which will enable children and parents to access the library program from any internet enabled device at school or at home – ipad, iphone, laptop etc. Some of the many benefits are that from home or school, children can

- Write a book review
- Film a book review
- Keep track of past and current loans
- Reserve books

Children will be able to borrow books by using a thumbprint recognition scanner. In order to use the new program, we will have to re-enter the children's thumbprints.

How does it work? A numerical value is derived from the child's thumbprint when it is first placed in the reading device. It is the numerical value that is stored. The thumbprint itself is not stored and the original cannot be reconstructed from the data. It is not possible to recreate a pupil's thumbprint or even an image from what is in effect a string of numbers. The data is deleted once a child leaves Wicklea. We do not feel that this system raises any concerns with data protection.

From September 2013, it is a legal requirement that we seek permission from parents/carers before using any biometric system.

Could you please complete and return the slip below as soon as possible so that your child may continue to borrow resources from the library.

Yours sincerely

Simon Rowe  
(Executive Principal)

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To Mrs Anstee (Librarian) c/o Wicklea Administration Team,

I give/I do not give (please delete as appropriate) my permission for my

child.....

in Registration Group.....

to provide a thumbprint in order to use the library borrowing system.

Signed.....