Dear Parents and Carers,

**Changes to lunchtime payments: introducing pupil PIN codes**

Our catering partners, AiP, would like to introduce a change to the way children pay for food and drink in the school kitchen. The proposed system will replace thumbprint identification with a unique four-digit PIN code for each child.

This change is intended to speed up service at lunchtime, reducing queuing and giving children more time to eat and enjoy their lunch break.

Each child will receive their own PIN code to enter when purchasing food or drink. This will link to your existing Arbor account, so you will continue to manage and top up your child's account in the usual way.

When a child enters their PIN, their photograph will appear on the cashier's screen. This will allow catering staff to check their identity before completing the transaction, helping to ensure that you are only charged for food and drink purchased by your own child.

Please encourage your child to learn their PIN and keep it private. Children should use only their own code and should not share it with friends. If your child forgets their PIN or finds using the new system difficult, they should speak to a member of staff so that we can help.

If you have any questions or concerns about the proposed change, including any support your child may need, please contact the school office.

Thank you for your continued support as we work with AiP to improve the lunchtime experience for all children.

Yours sincerely,

**Mr Barber**
Deputy Headteacher

Westacre Middle School • Ombersley Way • Droitwich • WR9 0AA
Telephone: 01905 772795
Email: office@westacre.worcs.sch.uk
www.westacre-middle-school.co.uk