



Cashless Catering in Aberdeenshire Secondary Schools

What is Cashless Catering?

This is a system allowing for pupils and staff to pay for meals without handling cash at the Point of Sale (POS).

How are customers recognised by the system?

Pupils and staff use their National Entitlement Card (NEC) to be identified at the Revaluation Units and Point of Sale (POS) terminals.

This is the preferred method.

Pupils and staff in Secondary Schools can be supplied with their own unique PIN number which provides an alternative means of identification.

At the POS a photograph is displayed to identify the pupil/staff member so Catering staff can confirm that the correct PIN number has been used.



How is credit added onto a card?

1. Using Cash at Revaluation Units

Cash is deposited at Revaluation Units located within the School. Revaluation Units will accept £20, £10 & £5 notes or £2, £1, 50p, 20p or 10p coins only. (1p, 2p & 5p coins cannot be used)

Instruction and a demonstration will be given prior to the system going 'live'.

2. Payment by Cheque

Cheque payment is made out to 'Aberdeenshire Council' via the Catering Office.

The full name and class group of the pupil should be written clearly on the back of the cheque. This will enable the Catering Office to accurately identify the pupil account in which to place any payment.

3. On-line Payment

This facility is currently being developed and will be available via the Council website. Further information will be sent out in due course.



How is this system used to obtain a School Meal?

Pupils present their card or enter their PIN number at the Point of Sale till. A display shows the server the pupil's name, photograph, class and current cash balance held within the system.

The selected food items are entered into the system and the amount spent and new cash balance show up on the display.

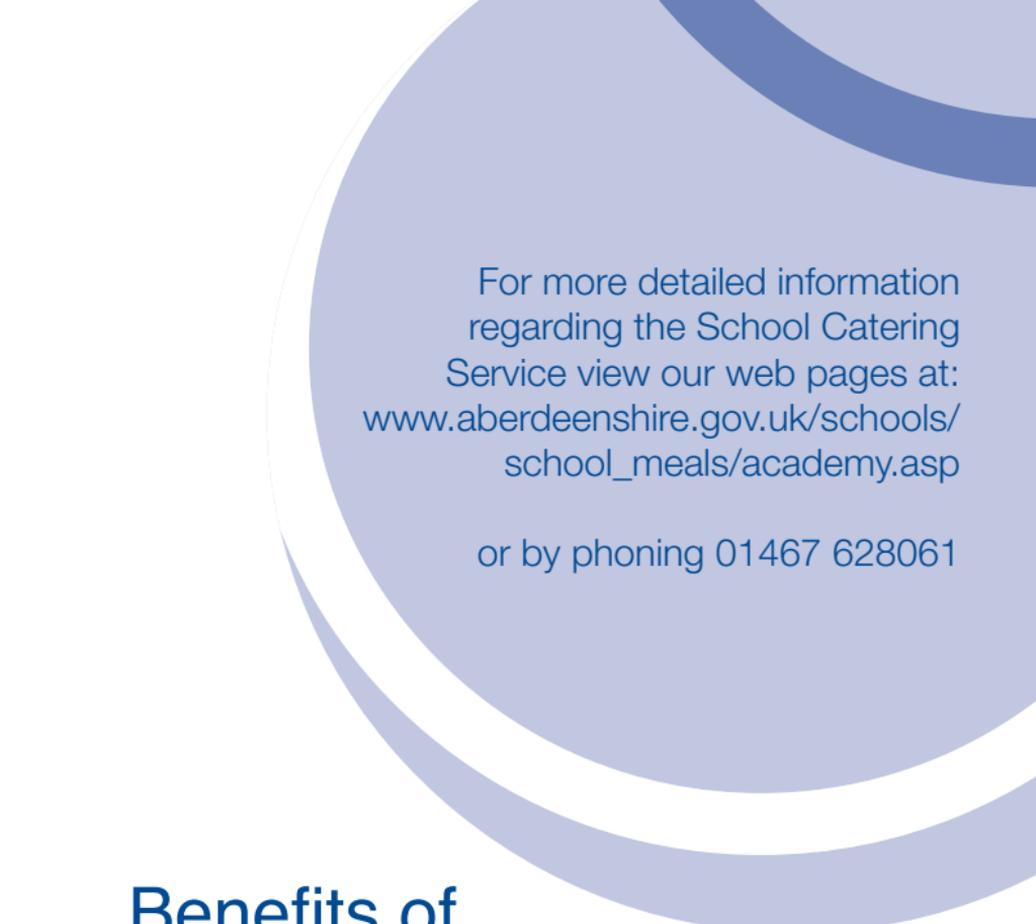
A display at the Point of Sale till allows pupils to see their total spend and balance.

Information for pupil's entitled to Free School Meals

The system works the same for all pupils whether they pay or qualify for Free School Meal entitlement. Every pupil has their own unique account for using the system.

The amount allocated for a Free School Meal is credited daily and can only be spent at lunch break. Any unspent Free Meal Credit is removed after the end of the lunch break.

A pupil can add extra cash onto their card using the same methods as other users enabling them to purchase additional items at any time.



For more detailed information regarding the School Catering Service view our web pages at: www.aberdeenshire.gov.uk/schools/school_meals/academy.asp or by phoning 01467 628061

Benefits of Cashless Catering

Provides a convenient way to pay for School Meals.

Queuing time is reduced as speed of service is improved.

Ensures that money given to pupils by parents is spent in school.

Automatic Free Meal allocation with pupil anonymity preserved.

Provides detailed information about choices made by pupils.

Allows parents to place dietary restrictions for medical reasons onto cards.

Detailed reports can be provided which analyse all aspects of the system.