

PROTECTION OF STUDENTS' BIOMETRIC INFORMATION POLICY

Policy type

Statutory

Review period

Biennial

Last reviewed on

Autumn 2024

Next review due

Autumn 2026

Approval level

Executive Board

Approved by (Name, date, signature)



Executive Board, 19th March

Executive Board Chair, David Kreyling

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Omnia Foundation Website (staff area)

POLICY FOR PROTECTION OF STUDENTS' BIOMETRIC INFORMATION

Mission

We believe in investing in people. As professionals in the teaching and training professions, we strive to provide a better future for the children, young people and home settings we work with. Success for us means unleashing the potential of each individual so they can grow, develop and reach the potential of which they are capable. Our values are grounded in our determination to be the change we want to see in the world, through passion, commitment and integrity. We strive to plant a seed of kindness and compassion in a generation that will produce resilience and hope and enable them to aspire and achieve productive and fulfilled lives. Our success is measured in the lives we changed.

At the Omnia Foundation, we create a secure and safe environment that encourages communication, self-belief, mutual respect and success. We provide a rich and balanced curriculum that develops every child, allowing them to achieve their true potential.

Aims of the policy

This policy aims to:

- Set out the Omnia Foundation's processes and procedures around obtaining and storing biometric information from students
- Ensure that the foundation's approach is clear to all stakeholders, including students, their home settings, staff and board members
- Ensure that mechanisms are in place to respond to changes in legislation governing the obtaining and storage of such information

This policy should be read in conjunction with the Me, Myself & I Policy, Data Protection Policy and Child Protection Policy..

Legislation

This policy is written in accordance with and has due regard to all relevant legislation and guidance including, but not limited to, the following:

- [Protection of Freedoms Act 2012](#)
- [Data Protection Act 2018](#)
- [General Data Protection Regulation \(GDPR\)](#)
- [DfE \(2018\) 'Protection of biometric information of children in schools and colleges'](#)

What is biometric data?

Biometric data means personal information about an individual's physical or behavioural characteristics that can be used to identify that person; this can include their fingerprints, facial shape, retina and iris patterns, and hand measurements.

The Information Commissioner considers all biometric information to be personal data as defined by the Data Protection Act 2018; this means that it must be obtained, used and stored in accordance with that Act.

The Protection of Freedoms Act 2012 includes provisions which relate to the use of biometric data in schools and colleges when used as part of an automated biometric recognition system. These provisions are in addition to the requirements of the Data Protection Act 2018.

Current position of the foundation

Currently, the foundation has no plans to implement systems which may use biometric information. Such systems include, for example, using fingerprints for electronic registration or purchasing meals during lunch and break times.

Monitoring & review

This policy will be monitored by the Head of Foundation and the Head of Foundation every two years or sooner if the foundation decides to implement systems which may use biometric information in which case the policy will be revised to include the relevant processes and procedures around obtaining and storing such information.
