Dear Faculty and Staff,

One of our goals is to provide an enriching learning experience for our students in a welcoming and healthy school environment. That means optimizing the time for teachers to teach and our students to learn.

One way to provide more learning time for students is to expedite the time it takes to process students who are late to school so they can quickly get to class. The fastest way to get students to class is by automating our current time-consuming, manual tardy process.

We have decided to implement a finger scanning ID system, like the one on many iPhones. With the simple touch of a finger, students are identified fast and easily. When a student comes in late, they scan their finger, their attendance is updated in PowerSchool, a pass is automatically printed for them and they are off to class. Here are some things you might want to know.

* Being part of the system is COMPLETELY VOLUNTARY. Parents may opt out if they don’t want their child to participate.
* There are no images of any fingerprints taken. ZERO.
* The initial finger scan is converted to an encrypted string of numbers - the template.
* The template is only associated with the student’s name (first name, last name, middle initial - if they have one), student ID number, grade and school. That’s it!
* All templates are located behind the school district’s firewall with all the security protections currently in place for all our data. The vendor does not host or have access to any of our data.
* The templates are only being used to identify students who are enrolled in our system.

**Participation in the program is 100% voluntary!**

Being part of the system is COMPLETELY VOLUNTARY. Parents may OPT OUT if they don’t want their child to participate. The student can simply use the current ID method. Parents may also OPT IN if they change their minds in the future. It’s their choice.

**How does finger scanning ID work?**

We will be using finger scanning ID like that used on many iPhones. Using a finger scanner, the software scans certain unique points on the finger to create and store individual numerical templates that identify each student. When the student returns, the software again scans the finger and looks for a numerical template match in the database. When a match is found, the student is identified. This all happens in about a second. You can learn more about how finger scanning ID works [here](https://www.identimetrics.net/biometrics-info/student-privacy-guide#fingerscanningtechnology) and [here.](https://www.identimetrics.net/biometrics-info/student-privacy-guide#fingerprintfingerscanning)

**What about the privacy of our students?**

The softwarescans the finger for identification. It does not store a copy of the fingerprints. Instead, the software creates a template of the unique points on the finger. The template is converted to a unique number and is stored in the school district’s database with the same high level of security of all our records.

The templates are also protected by the Family Educational Rights and Privacy Act (FERPA). FERPA is the same Federal Law that protects all student records. When students graduate or are no longer enrolled in the school system, the templates are deleted. At no time is a fingerprint image stored. Once again, the vendor, identiMetrics, does not host or have access to any of our data or records. You can learn more about student privacy [here](https://www.identimetrics.net/biometrics-info/student-privacy-guide).

**It is important to understand that we are NOT fingerprinting students. In addition, fingerprints cannot be recreated or delivered to any agency - governmental or otherwise.**

**Thanks for your attention!**

It is important to us that the experiences of all our students in school are educational and rewarding. This new way of identifying our students is safe, easy, accurate, efficient and secure. If you have any further questions, please contact us.

Sincerely,

School Contact Name

School Contact Title

School Contact Phone number