

July 17, 2020

Dear Parents and Guardians of Incoming NVMS Students,

NVMS uses a finger scanning biometric identification system for students to efficiently purchase meals and register late attendance at the office.

**How does biometric ID work?**

Using a finger scanner, the software scans unique points on the finger to create and store individual templates that identify each student. This system provides a quick, efficient, and secure measure of identification for your child, and ensures that others cannot charge lunch to your child's account. A staff member will always be present at the finger scanner to physically match the ID to the student's face.

**What about student privacy?**

We are not fingerprinting the students. Instead, the software creates a template of the unique points on the finger (similar to finger scanning on a smartphone). This template is converted and stored in the school's database, and is protected by the Family Educational Rights and Privacy Act (FERPA). When your child graduates or is no longer enrolled in the school system, the finger scan template is deleted. This way of identifying our students is safe, accurate, and secure.



**What about safety precautions?**

Students will use the Clean-Dry-Scan protocol. <https://bit.ly/fingerscanprocess>

1. CLEAN the finger using a 70% alcohol solution on a sponge. The alcohol kills bacteria and makes the COVID-19 virus inactive.
2. DRY the finger on a disposable paper towel or kleenex.
3. SCAN the finger on the scanner.

**What about wearing ID cards?**

For safety, students should always have their school IDs while on campus and should be able to quickly produce their ID if asked by a staff member. Students may also use their IDs to purchase lunch.

**When will initial finger scans be collected?**

We will begin collecting finger scans of new students during picture taking sessions during the first few days of school. All safety protocols of social distancing and sanitizing equipment between students will be observed.

**Is finger scanning mandatory?**

No, but it is strongly encouraged. Finger scanning allows us to quickly and efficiently assist students.

If you have any questions, please contact us.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Laura Ahn', written over a light blue horizontal line.

Laura Ahn, Principal

Finger Scanning Opt Out Form  
(OPTIONAL)  
SY 2020-2021

All students will use the Finger Scanner unless this Opt Out Form is received by the office by Aug. 4, 2020. Thus, please sign and return this form only if you **DO NOT want your child to use the Finger Scan ID system.**

\_\_\_\_\_  
Print Student Name

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Print Parent/Guardian Name

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date