

FROM THE START OF THE 2026–2027 SCHOOL YEAR

Each student will receive a personal yellow keyfob which will become the **only tool** to access the canteen and pay in the cafeteria.

This change aims to make daily life easier for students, secure payments and modernise school catering management.



1. TWO SPACES, THREE USES OF THE SAME KEYFOB



CANTEEN

- Subscriptions for 3, 4 or 5 days per week are automatically reloaded to the next unless you inform us otherwise.
- Exception:** new students and P5 pupils coming from the Evere site to S1 — registration is required via your **Secured Zone**.
- Access is via turnstiles: 1 passage per day, 1 keyfob per student.
- With a subscription, no payment is required — the keyfob is used only to verify access.
- For an occasional meal, book and pay in advance (online or at a kiosk) — the meal is then loaded onto the keyfob, which gives access on that day.



Keyfobs will be distributed on 3 September with the help of student advisors. After this date, please collect them from the canteen office (located near the canteen refectory).



CAFÉTERIA

- Once topped up online or at the kiosks, the keyfob becomes the new means of payment.
- Cash and bank card will remain accepted until 31 October 2026 to give everyone time to get organised.
- At the kiosks (installed in both refectories):
 - top up the keyfob by bank card
 - purchase an occasional meal for €9.80 (by keyfob or card, to be consumed immediately)
- The balance can be checked at any time via the application.



CAFETERIA PAYMENT: TRANSITION PERIOD



To give everyone time to get organised, cash and bank card will remain accepted in the cafeteria until 31 October 2026. From 1 November, the topped-up keyfob will be the only means of payment.



FORGOTTEN KEYFOB?

At the kiosks, students can generate a temporary QR code to access the canteen for the day.

- The student connects at the kiosk using their student ID.
- The kiosk generates a QR code.
- The student scans the QR code at the turnstile to access the canteen.
- The keyfob is automatically deactivated for the day for security reasons.



REQUIRED ACTION BEFORE THE START OF TERM

- ✓ If your child is a new student or a P5 pupil transferring from Evere to S1, please also complete the canteen registration via your **Secured Zone**.

Without an active keyfob, access to the canteen will not be possible.



COMING IN AUGUST:

A dedicated communication will explain the new platform in detail — keyfob top-up, purchasing an occasional meal and managing your account.

THE KEYFOB, THE KIOSKS & THE PLATFORM



ONE YELLOW KEYFOB, GIVEN AT THE START OF THE YEAR

Each student receives a personal yellow keyfob (NFC chip) at the start of the year, against a deposit of €10.

This deposit is required each time a keyfob is issued — including in the case of a replacement — and will be refunded at the end of the student's schooling.



If the keyfob is lost, please inform the canteen office as soon as possible — by phone, email or in person — so that it can be deactivated and a new one issued.

THE KIOSKS: THREE DISTINCT USES

Kiosks are installed in both refectories (canteen and cafeteria). They serve three different purposes:



TOP UP THE KEYFOB

At the kiosk, top up your child's balance by bank card. The topped-up balance is then used for purchases in the cafeteria.



BUY AN OCCASIONAL MEAL

Independently of the balance, buy a single meal for €9.80, to be consumed immediately, payable directly at the kiosk by keyfob or by bank card — also possible online.



FORGOTTEN KEYFOB?

The student can generate a temporary QR code at the kiosk to access the canteen for the day. The keyfob is automatically deactivated for the day.

THE PLATFORM & THE APPLICATION FOR PARENTS

A CREATE YOUR KEYFOB ACCOUNT

Create your account on the new Keyfob Platform: XAFAX (website or mobile application) before 3 September.

B TOP UP THE KEYFOB

Top up the cafeteria balance in a few clicks and track spending in real time.

C MANAGE THE SUBSCRIPTION

Canteen subscriptions continue to be managed via your **Secured Zone**, with no change.



FINANCIAL ASSISTANCE

Families experiencing financial difficulties covering the cost of APEEE services, including school transport, canteen services and supervision, may apply for support through the APEEE Social Fund, in accordance with the Social Fund rules available on our website.



APEEE MEMBERSHIP FEE

Please note that your first invoice will include the annual APEEE membership fee of €57. This membership fee is mandatory and is required to access any APEEE service, including extracurricular activities.



QUESTIONS?

The canteen team is at your disposal to support you through this transition.



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