



St. Paul's R. C. Primary School

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Headteacher: Mrs. S. Sinclair

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20th September 2018

Dear Parents/Carers,

Photographs

The photographer will be in school on Thursday 4th October 2018, when the following arrangements will assist in the smooth running of the day.

All pupils will have a **family photograph** taken. However, if you would like to have an **individual photograph** as well, please let us know by completing the slip at the bottom of this letter.

If you have a younger child who does not yet attend school and you wish them to be included in a group family photograph you are welcome to come into school after the bell at the start of the school day.

Nursery parents:-

The photographer will be in school from 8.00am. Therefore, we would like to invite the **nursery morning** children and pre-school siblings that you would like included in the family photograph to come into school at this time to have their photographs taken. **However, if you choose to have your child/children's photograph taken at this earlier time there is no facility for childcare available before their usual start time, i.e. 8.30am Nursery and 8.40am Reception to Year 6.** If you cannot attend at this earlier time your child's photograph will be taken during the morning session. Nursery afternoon children will have their photographs taken when they arrive at 12.30pm with their older or pre-school siblings if applicable.

As the photographer will be using the digital system, the children will receive a proof, however, there is no obligation to buy. If you decide to purchase the photographs there will be a range of packages to choose from, all monies must be included with the orders.

For health and safety reasons we ask parents to provide their child with a comb or brush if you would like to. Please also consider whether you would like your child to wear their winter uniform for photographs.

Many thanks for your co-operation.

Yours sincerely,

Mrs S Sinclair,
Headteacher.

I would like my child/children to have an individual photograph taken in addition to a family photograph.

Family Name: Classes:.....

Signed: