

Dear Parents/Caregivers

School photos will take place this year on Wednesday 23 and Thursday 24 and Friday 25 May. An order envelope has gone home with your child/ren today. In order to streamline the process of collecting student orders, we are asking that these envelopes are only returned to classroom teachers on **Wednesday 23 May**. Please note, envelopes that are handed in before this date will be returned to your child.

When completing the order envelope, parents are asked:

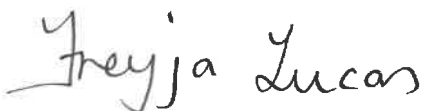
- Select the photos required.
- Return to the envelope to their child/ren's classroom teacher on **Wednesday 23 May** with payment included. Even if not ordering, please have your child/ren return their envelope on this date.
- To please ensure that the correct change is placed in the envelopes as the photographers, school office and canteen cannot provide change.

Parents wishing to purchase a sibling photo must collect a separate envelope from the school office. **Sibling envelopes only** must be returned to the front office before **Friday 18 May**. Sibling photos will be taken after school, so a parent will need to accompany them. A schedule will go home on Monday 21 May.

If you have any questions, please contact Fotoworks directly on 9244 8211.

All students will be included in the class photo and will be photographed individually for school archives and administration records.

Thank you for your cooperation in this matter.



Freyja Lucas
Deputy Principal
April 9 2018