



Ms Claire Jones
Headteacher

Coleham Primary School
Greyfriars Road
Shrewsbury
Shropshire
SY3 7EN

Tel: 01743 362668
Fax: 01743 340442
head@colehamprimary.co.uk

11th January 2018

Dear Parent/Carer,

SCHOOL PHOTOGRAPHER – 31ST JANUARY 2018

Braiswick Photographic Co. Ltd will be in school on Wednesday 31st January to take individual and sibling/family group photographs. They will return on Thursday 15th March to take class photographs and, only if time permits, individual photos of children absent on their previous visit. Details of the class photos will be given to you nearer the time.

To arrange for your child's photograph to be taken with sibling/s at Coleham School please complete the attached reply slip giving details of your children's names and classes. You will also need to complete this slip if you **do not** want your child/ren to have their photograph taken. Reply slips should be returned to the School Office by no later than Friday 26th January.

PLEASE NOTE: If you want your child's photo taken and they have no siblings at school YOU DO NOT NEED TO RETURN THE REPLY SLIP – YOUR CHILD WILL AUTOMATICALLY HAVE THEIR PHOTO TAKEN ON 31ST JANUARY.

If you wish to bring non-Coleham School children in to have their photo taken with their Coleham School sibling/s please line up outside the main school hall from 8.20am on the morning of 31st January.

Individual/sibling proofs will hopefully be distributed shortly after the February half term, depending on how quickly Braiswick are able to process them.

Please see the School Office staff if you have any queries. Hard copies of the letter/reply slip are available from the carousel in the main school lobby.

Yours sincerely,

Jane Hilbert
Administration Manager

COLEHAM SCHOOL PHOTOGRAPHER VISIT: OPT OUT/SIBLING PHOTOS REPLY SLIP

*I **DO NOT** wish my child/ren to have their photograph taken on Wednesday 31st January 2018

OR

*I would like my Coleham School child's photograph taken with their siblings in school

Name of children: Class:

..... Class:

..... Class:

..... Class:

*Please delete as appropriate

Signature of Parent/Carer:

PLEASE RETURN TO SCHOOL OFFICE BY NO LATER THAN FRIDAY 26TH JANUARY. IF NO SLIP IS RECEIVED FROM YOU, YOUR CHILD WILL AUTOMATICALLY HAVE THEIR INDIVIDUAL PHOTOGRAPH TAKEN ON THE DAY.