



# Coleham Primary School

*For every child, an Excellent Education*

Greyfriars Road, Shrewsbury, Shropshire, SY3 7EN

T: 01743 362668

E: admin@colehamprimary.co.uk

E: businessmanager@colehamprimary.co.uk

W: www.colehamprimaryschool.co.uk

**Headteacher: Ms C Jones**

5<sup>th</sup> November 2018

Dear Parent/Carer,

## **SCHOOL PHOTOGRAPHER – 13<sup>th</sup> NOVEMBER 2018**

Braiswick Photographic Co. Ltd will be in school on Tuesday 13<sup>th</sup> November to take individual and sibling/family group photographs. They will return on Thursday 14<sup>th</sup> March 2019 to take class photographs. Details about the class photos will be given to you nearer the time.

**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 13<sup>th</sup> NOVEMBER.**

If, however, you have more than one child at school and you want them to be photographed together, you will need to 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 on the day. Reply slips are to be returned to the School Office by no later than **Friday 9<sup>th</sup> November**.

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 8.15am on the morning of 13<sup>th</sup> November.

Individual/sibling proofs will hopefully be distributed within 2 to 3 weeks, depending on how quickly Braiswick can 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 Tuesday 13<sup>th</sup> November

**OR**

\*I would like my Coleham School children's photograph to be taken together

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 9<sup>TH</sup> NOVEMBER.**

**NOTE: YOUR CHILD WILL AUTOMATICALLY HAVE THEIR INDIVIDUAL PHOTOGRAPH TAKEN ON THE DAY IF NO OPT OUT SLIP IS RECEIVED.**