

Ref: TY ParentComm SchoolPhotog 19.10.23 Visit Letter 02.10.23

Monday 2<sup>nd</sup> October 2023

Dear Parents/Carers,

### School Photographer

The school photographer will be in school on Thursday 19<sup>th</sup> October to take individual photographs of the children. The photography company we are using is called Horizon.

Please ensure children come to school on that day wearing school uniform, looking smart and tidy for their photos.

You will receive a proof copy of your child/children's photograph following the photographers visit. With this proof copy you will be given a code to purchase any copies of the photo that you might want. This will take place through the Horizon website. If you order copies within the first 10 days they will be delivered free of charge via the school office. After that you may still order photographs but will be charged postage & packaging for them to be sent to your home address.

The photographs are also used by school for ID purposes; they are not distributed outside of the school's Arbor system, neither are they printed or put on the school website or any social media.

***Please give your consent to your child having his/her photograph taken via the trip section of the Arbor App. If you do not give your consent by Monday 16<sup>th</sup> October the photographer will not take a photograph of your child(ren).***

Yours sincerely,

Ms T Yasmin  
Head teacher