

8 March 2017

## SCHOOL PHOTOS 2017

Dear Parents and Carers

Our class photo day will be held on **Thursday, 23 March 2017**. These photos will be taken by 'The School Photographer' and all students will be required to wear their full summer school uniform, (including black shoes). If this is a scheduled sports day for your child, the PE lesson will be modified to accommodate the wearing of school uniform thus avoiding unnecessary changing of clothes.

Class photos will be commencing at 9:00 am and then in approximate 10-15 minute intervals. We are unable to provide exact times for each class photo. Please note that class photos will not be 'held up' for students arriving late to school.

'The School Photographer' has a range of photo packages available this year. You can visit their site and order online through [www.theschoolphotographer.com.au](http://www.theschoolphotographer.com.au).

Pre-payment envelopes have been distributed to each child with this letter. The envelopes explain the price breakdown, methods of payments (including on-line ordering) and package options available for parents to select. 'The School Photographer' has asked that each child returns their **own** envelope, even if the payment is enclosed in a sibling's envelope. Students must return their envelope to their class teacher prior to the day.

When ordering online, you will need to use the purple code on the envelope provided. **Please note that all classes have a class name and a colour e.g. 2Orange is 2M.**

Family photographs are also available and will take place at lunch time on Thursday 23 March. If you would like to have family photographs taken of your children (school children only), you will need to **collect a separate Family Photographs envelope from the front office** and submit this with payment to Miss Mustaca.

Please **DO NOT** place one envelope inside another if you have more than one child at the school. Please always mark the total amount in the envelope.

If there are any questions, please do not hesitate to ask.

Kind regards

Angela Mustaca  
Deputy Principal

Megan Lockery  
Principal

The screenshot shows the 'The School Photographer' website's secure payment system. It features a navigation bar with the school's logo and payment icons for Visa and Mastercard. Below the navigation bar, there is a heading 'WELCOME TO THE SCHOOL PHOTOGRAPHER'S SECURE PAYMENT SYSTEM' and a question: 'Would you like to order Class Groups & Portraits, Sports/Miscellaneous Groups or Event Photos (eg; School Formals)?'. Three main categories are listed: 'Class Groups & Portraits', 'Sports/Miscellaneous Groups', and 'Event Photos'. Each category has a corresponding image and a brief description. Below these categories, there is a form for user registration with fields for 'Your Salutation', 'Your First Name', 'Your Last Name', 'Your Contact Number', 'Your Email Address', and 'Confirm Your Email Address'. A 'NEXT' button is located at the bottom right of the form.