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## **King's Academy College Park**

A King's Group Academy

Headteacher: Mrs R Carlyle

Tuesday 4th October 2022

### **School Photographs**

Dear Parents/Carers,

Individual and sibling School photographs will be taking place on Tuesday 18th October 2022 for both our Infant and Junior schools.

If you would like to have sibling photographs taken, please see the details below.

- Infant sibling photos - please arrive at the **Junior playground gates on Lyndhurst road** from 8.15am where you will be directed to the Junior music room
- Junior sibling photos - please arrive at the **Junior playground gates on Lyndhurst road** from 3.15pm where you will be directed to the Junior music room

**If you have children in both schools, please attend either slot.**

We will use existing photograph permissions we already hold for your child. If we don't currently hold permission for your child to have a school photograph, we will contact you shortly on Studybugs to check. However, if you **DO NOT** wish for your child to have their photograph taken, please inform the school office as soon as possible.

### **Changes to photograph ordering & codes**

- When your child has their photograph taken, they will be given a card to bring home on the same day
- There will be a QR code on the card your child brings home - please do not use! This is for Cardwell & Simons use only
- This card will have all the information you need to order your child's photo, however you won't be able to order until Cardwell & Simons have uploaded all photos - this can take 2-3 days
- Cardwell & Simons will only accept online orders - please don't send cash into school as we will be unable to process your order

Once all orders have been taken, these will be sent into school to be distributed and sent home with your child.

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