



Rushmere Hall Primary School
IPSWICH, SUFFOLK

Rushmere Hall Primary School
Lanark Road, Ipswich
Suffolk IP4 3EJ

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Date: 7th September 2018

SCHOOL PHOTOGRAPHS - WEDNESDAY 12TH SEPTEMBER 2018

Dear Parent/Carer

It's the time of year again for school photographs to be taken. As we have large numbers of children within the school, we are using the same process as last year. Hopefully having family photographs taken before the school day will give the photographers more time to take the photographs and also gives you the chance to include other siblings.

1. Will every child have an **individual** school photograph taken?
Yes – EVERY child will have a photograph taken during school time.
Children who have P.E. on a Wednesday will have their photograph taken before their P.E. lesson
2. Can I have a **family** photograph with all siblings?
Yes – family photographs can be taken before school starts.
3. What time will **family** photographs be taken?
Photographers will be in school to take family photographs **between 8.15am and 8.55am.**
4. Where do I go for a **family** photograph?
Photographers will be in the South Hall, next to the school office. Please enter via the main school entrance.
5. Do I accompany my children having a **family** photograph?
If your children are brought to school, the accompanying adult takes them to the South Hall and waits with them until they have had their photograph.
If your children walk to school without an adult, they can take themselves to the South Hall and wait together for the photograph.
6. Can siblings who do not attend Rushmere Hall be in the **family** photograph?
Yes – only direct siblings, ie brother or sister, with an accompanying adult if required.
7. Once my children have had their **family** photograph taken, can I leave them at school?
Yes – Staff will be supervising children who have had a family photograph until the registers are taken at 8.55am.

Please send your children to school in smart uniform on photograph day, together with lovely smiles!

Yours sincerely,

A Rose
Senior Administrative Assistant