

Outwood Primary Academy Lofthouse Gate

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Chief Executive Principal, Primary: Mr Lee Wilson

Principal: Mrs Lynsey Hadfield

9 November 2020

Dear Parent / Carer

Individual School Photographs

We are pleased to inform you that we have managed to arrange for Vision Photography to come and take the childrens photographs on Thursday 19 November.

To enable this to go ahead a couple of changes have been made to allow for social distancing measures. The major one being that we will not be inviting families in before school to have the family/siblings photos.

Instead the following will happen

- Children have individual photographs taken at school on Thursday 19 November 2020
- A couple of days later children are sent home with their photograph proof card, this will have details of how to order and pay for the photographs online (no payments to be brought to school)
- If you would like to purchase just the individual photograph of your child follow the instruction on the proof card

If however you would like to purchase both an individual and digitally grouped sibling photograph you **must** email Karen the photographer and **not** follow the above mentioned steps.

Karen will need the childrens individual image numbers and will advise you of ordering and payment methods for the digitally grouped sibling photograph.

Karen – Vision Photography info@vision-photographic.co.uk

Yours sincerely

Mrs L Hadfield Principal

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Registered office: Potovens Lane, Outwood, Wakefield, West Yorkshire WFI 2PF