



Havercroft Academy

Cow Lane, Havercroft
Wakefield WF4 2BE

T: 01226 722484
F: 01226 701351

E: headteacher@havercroft.wakefield.sch.uk
www.havercroftacademy.org

Associate Head: Hedd Williams
Chair of LGB: Mike Ramsay

22nd October 2014

Dear Parents/Carers

PHOTOGRAPHER

The school photographer will be in school on Monday 3rd November.

All children in school will have an individual photograph taken. A small 'proof' photograph will be sent home with your child after the event.

If your child has any brothers or sisters in school and you wish a family photograph to be taken, please complete and return the slip below by Friday. If you only have one child in school, you do not need to return the slip.

Hedd Williams
Co - Headteacher

ORDER FORM FOR SCHOOL PHOTOGRAPHS

Name of Child _____ **Class** _____

If you would like your child to be photographed with brothers or sisters in a family group, please write names of all children below:

| Full Name of Brother / Sister | Class / Nursery / At Home (Please state) |
|--------------------------------------|---|
| | |
| | |
| | |

- **Nursery children - please state morning or afternoon**
- **If your child is not yet at nursery write "at home" in second column**
- **If you have a child at home to be photographed as part of a *family group* please bring *all* your children to reception between 8.15 am and 9.30 am**