



Chapman Primary School

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“Achieving Excellence Together”

2 June 2022

Dear parents and carers

CHAPMAN PRIMARY SCHOOL 2022 SCHOOL PHOTOS

This year’s Chapman Primary school photos are scheduled to be taken on Wednesday 15 and Monday 20 June 2022. Photos will again be taken by *The School Photographer*, a popular company used by schools Australia wide for their quality, package variety, comparable costs and easy ordering.

Schedule

Day and Date	Schedule
Wednesday 15 June	Staff Photos Class and Individual photos - Preschool Stripes and Turtles Class and Individual photos – Kindergarten to year 5
Monday 20 June	Class and individual photos – Preschool Frogs and Spots Class and individual photos – year 6 Specialist Group photos, sibling photos and catch-up photos.

Personalised order forms will be coming home with children on Thursday 2 June. More detailed information regarding daily photograph schedules will be sent to families via email closer to school photo days.

Photographic Consent

We have now had clarification that if parents/carers have consented to their child’s information being shared with the school photographer, this can be considered consent to the child’s participation in school photographs without the need to obtain further consent. If you have any questions or concerns about this, please contact the school on chapmanps.info@ed.act.edu.au or 6142 2400 to discuss further.

About school photos

- School photos will be taken in the school hall.
- All students will be photographed in their class group on stands, and individually unless otherwise indicated by parental consent.
- **Personalised Order Forms:** If parents and carers gave permission for the school to release information for school photographs, your child will bring home a personalised order form explaining ordering and payment information.
- **Blank order forms are available from the front office** for families who did not consent to releasing details for school photographs or those who have misplaced personalised order forms.
- **Sibling Photo order forms** are available for you to collect from the school front office
- **Group Photos** - Year 5 and Year 6 Bands, Environmental Squad, School Captains, Year 6 Graduation photo

Returning Order Forms – Please do not return order forms prior to scheduled school photo day

The in-school, school photo process has been streamlined to meet policy guidelines regarding money's held on school premises.

The purchase of school photos is between families and *The School Photographer*. For security reasons, the school cannot hold payment for school photos on premises. We ask that you send order forms with your child on their scheduled school photo day. Please look out for email information leading up to photograph days.

Sibling photos – please do not send sibling photo order forms into school prior to sibling photo day

- Sibling photos are scheduled for **Monday 20 June between 11.10 am and 12.00 pm.**
- Sibling photo order forms can be collected from the school front office.
- Envelopes must be handed to the photographers as your children have their sibling photo (please do not send completed order forms back to school before sibling photo day).
- An announcement will be made on the school PA system when photographers are ready to take sibling photos.
- Please speak with your children about meeting at the school hall with their form when the announcement is made.

Group photos

Order forms for group photos will be available after photos are taken and orders should be placed online directly with *The School Photographer*.

Again, regular email reminders will be sent to families as we work through the process outlining more specific information regarding schedules and times.

Further information about school photos and *The School Photographer*, please visit www.theschoolphotographer.com.au.

Please do not hesitate to contact the school if you have any questions about school photos on 6142 2400 or via email at chapmanps.info@ed.act.edu.au.

Yours faithfully

James Barnett
Principal