



Sherrardswood School

30th September 2011

Dear Parents

Re: Individual and Sibling Photographs

The photographer for the individual and sibling photos, Hayley Lehmann, is offering a new service to Parents this year, to enable quicker and easier viewing and ordering of the individual pupil and sibling photos.

We will send your email address, as used in the Parentmail communication, to Hayley Lehmann and you will be sent an email with an individual login code for your child(ren). You will then be able to go online to order the photo(s) you wish.

Your email address will only be used by Hayley Lehmann for the purposes of sending the first email, with the login code, and then one or two subsequent reminders to advise you of the deadline order date. Your email address will then be deleted by Hayley Lehmann.

The new service will stop the problem of lost proof cards and enable a swifter and quicker payment and delivery service.

Should you not wish for Hayley Lehmann to receive your email address, please inform the School Office no later than Friday 7th October.

Yours sincerely

A handwritten signature in black ink that reads "Lynda Corry".

Mrs L Corry
Headmistress