

29 September 2016

Dear Parents

We are currently updating our pupil records and would be grateful if you could complete the slip below and return it to the school office by Monday 3rd October, only if the following applies to you.

As you are aware, we currently include photographs and full names of your children when we celebrate their successes on our website, in school letters and newsletters, unless you tell us that you would not like us to do this. For your information if we were writing an editorial for publication elsewhere ie a newspaper article we would only publish a photograph with children's first names.

We would be grateful if you could complete and return the slip below to your child's class teacher ONLY if you do NOT want your child's photograph to be included in school letters, the website or for an external publication.

Thank you for your support.

Yours sincerely

Mrs C Cooke
School Administrator

Mr J Thorne
Deputy Headteacher

St Mary's CE First School
Wheaton Aston

I do not want any photographs of my child (ren) to be published in:

- a. any letters, newsletters or on the school website
- b. for an external publication ie a newspaper article.

Signed Person with parental responsibility Date

Name of child (ren) Year