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THE COOPERS' COMPANY AND COBORN SCHOOL

Love as Brethren

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Monday 13th November 2023

**Re: Thursday 23rd November 2023
Year 7- 13: Individual student photographs**

Dear Parent(s) and Carer(s)

On Thursday, next week, (23rd), Carmel Jane Photography will be attending school to take individual photographs of students; this was due to take place in September, but we had to postpone the date due to the remedial RAAC building work taking place in school. A schedule has been put together which minimises the impact on student learning and this will be shared with your child next week.

If you are interested in purchasing the individual photograph of your child, Carmel Jane offer an excellent online ordering system, where you deal directly with them, rather than going through the school. In order to access your child's photograph, you are required to pre-register on Carmel Jane's website:

- Registration only takes a minute.
- Please visit www.carmeljaneshop.co.uk and enter the following code: **JRBEP6P**
- You will then be asked to pre-register with your child's full school register name. It is critical that you use the full name that you have provided the school with – not an abbreviated or preferred name. If you do not use the correct name, then you will not be able to access the photographs.
- Once registered, as soon as the photos are available you will receive an automatic email notification to inform you that your child's photos are now ready to be viewed and can be purchased.

If your son/daughter is in Year 11 or Year 13 we have also arranged for the photography company to take a 'whole-year photo', but this will take place in April. These year-group photographs will be available to purchase in the Summer Term, before students leave.

On Thursday 23rd November, as usual, could I ask you to ensure that your child is immaculately dressed for school, in full school uniform, including a blazer. If you have any questions, or concerns, please do not hesitate to contact your son/daughter's Head of Year at the school.

Yours sincerely

Mr R Bell
Deputy Head