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January 2023

Dear Parents/ Carers,

Radley Photography will be photographing in school on Wednesday 1st and Thursday 2nd February 2023 for the annual school photographs.

Please return your order form to Fox Wood reception, addressed to Radley Photography. All copyright remains to Radley Photography. You will receive your chosen image(s) once payment has been received.

Once photos are taken, Radley Photography will notify you with an email and a private online gallery for you to choose your favourite image(s). Photos are offered on a print release basis, therefore the photographs will be professionally edited and sent to you directly on a USB back to school.

Please see 2023 pricing below,

* ONE image for £15
* TWO images £30
* THREE images £45

FOR ALL ENQUIRIES PLEASE CONTACT RADLEY PHOTOGRAPHY DIRECTLY ON-

[RADLEYPHOTOGRAPHY@YAHOO.COM](mailto:RADLEYPHOTOGRAPHY@YAHOO.COM)

Please only complete the reverse of this letter if you are giving permission for your child to be photographed.

Your child’s safety, protection of their data and their photographs are both schools and Radley Photography’s priority. Images of your child are considered personal data and in line with The Data Protection Act 2018 everyone has a responsibility to ensure the appropriate steps are taken with regards to the handling of this data. Please be assured that our school photography provider works in within the provisions of the General Data Protection Regulations, and your child’s personal data will only be used for the purpose of taking photographs, processing them and providing them for online sale.

Following guidance from government guidelines, in relation to COVID 19, pupils will access the studio one at a time with their supporting staff, to ensure safety and comfort throughout.

If I do not receive this form I will not photograph your child. Please feel free to contact me on [radleyphotography@yahoo.com](mailto:radleyphotography@yahoo.com).

Please sign the following slip below with your permission and pass back to Fox Wood School. Thankyou.

Child’s name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_