

2 February, 2021

Dear Parents and Caregivers,

School photographs will be taken on **Tuesday 9 February** 2021. We will begin with family photos at 8:30am in the hall followed by individual and class photos. There will be Year 6 and Captains and Prefects photos. The School PSSA sporting teams and extra-curricular (including band and Run Club) will be taken in Term 4 and will be available to purchase through the Don Wood photography website. The photo packages range from \$29 to \$43. Family photos packages start at \$20. The cut off date to order family photos online is the **Monday 8th February by 11.59pm**. They will accept cash in the red Family Order Envelope if you miss the cut off. Please see payment method below.

Package details are available to be viewed when ordering online by visiting www.donwoodphotography.com.au

Students are asked to wear their full **summer** school uniform with correct socks and footwear on the day of their photograph. Please do not send children in their sports uniform.

Mrs Williamson

Deputy Principal

To purchase school photographs this year:

Individual/class photos

ONLINE	<p>Order online through the Don Wood website using a PC or Laptop on www.donwoodphotography.com.au using our unique school code 168217</p> <ol style="list-style-type: none"> 1. Go to www.donwoodphotography.com.au 2. Click on ORDER SCHOOL PHOTOGRAHS AND PORTRAIT DOWNLOADS at the top of the screen 3. Type the school code into the Orange box on the left hand side of the screen which says SCHOOL CODE. 4. Home page for your school will appear. 5. Click on the dark blue box- Order pre-paid packages- (ORDER NOW) 6. Enter your child's details- click NEXT and click on the package you wish to purchase. 7. Scroll down to the very bottom- click NEXT
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	<p>8. Sibling photographs can be ordered at this point (see below for cut-off time)</p> <p>9. At the bottom of each screen please click next until you have added all the items you wish to purchase to your cart and clicked checkout</p> <p>Please do not pay online through the school website as this money is collected by the company not the school.</p>
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Family photographs

<p>ONLINE</p>	<p>Order online through the Don Wood website on www.donwoodphotography.com.au with our unique school code 168217</p> <p>Begin this process the same as ordering individual/class photos as above.</p> <p>There is a cut-off date for family online orders.</p> <p>Family orders online must be done <u>BEFORE 11:59pm Monday 8 February 2021</u></p>
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Leadership/ Extracurricular photographs

<p>ONLINE</p>	<p>Group photographs can be purchased <u>AFTER</u> the school photographs have come back to the school.</p> <p>The group photographs can be viewed up on the online portal when school photographs are delivered back to the school.</p> <p>The code to purchase will be the same code used for individual/class photos 168217</p> <ol style="list-style-type: none"> 1. Go to www.donwoodphotography.com.au 2. Click on ORDER SCHOOL PHOTOGRAHS AND PORTRAIT DOWNLOADS at the top of the screen 3. Type the school code into the Orange box on the left hand side of the screen which says SCHOOL CODE. 4. Home page for your school will appear. 5. Click on Group photos at the top of the screen.
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