



Daubeney
academy

PART OF:
challenger multi-academy trust

Daubeney Academy

Orchard Street
Kempston
Bedford, MK42 7PS

telephone: 01234 400111

fax: 01234 400112

Headteacher: Mr Steven Miles
smiles@daubeneyacademy.co.uk

email:
office@daubeneyacademy.co.uk

website:
www.daubeneyacademy.co.uk

5th September 2018

Dear Parent/Carer

Re: School Photographs Monday 24th September 2018

The school photographer will be in school on Monday 24th September 2018. All students will have their photograph taken and proof cards will be sent home for you to view. Please make sure that if you wish to purchase the photographs, the proof card and payment is returned to us promptly by the date specified on the proof card. Both cheque or cash payments must be returned in the envelope provided. Please make sure any cash payments are exact as no change will be given. You may prefer to purchase the photographs on-line, details of how to do this will be specified on the proof card. This transaction is between yourself and the photographers.

If you have two or more children attending Daubeney Academy, there will be an opportunity to have their photograph taken together. Please indicate this on the reply slip below and return to the school office by Monday 17th September 2018 so that we can make the necessary arrangements. Requests after this deadline may not be permissible.

Yours sincerely,

Mr S Miles
Head teacher

Re: Monday 24th September 2018 – School Photographs

Please complete this reply slip and return to the school office **only** if you wish your children to have a photograph together. Please return by Monday 17th September 2018.

Name of 1st child: _____ Form: _____

Name of 2nd child: _____ Form: _____

Name of 3rd child:
(if applicable): _____ Form: _____

Signed: _____ Date: _____

