



8 October 2018

Dear Parent/Carer

Re: Year 7, 8 & 9 Photographs

Jane Stapleton Photography Ltd Ordering Process

All orders for year 7, 8 and 9 photographs need to be placed direct with Jane Stapleton Photography Ltd online or over the phone only by **18th October 2018** (for online orders Jane Stapleton Photography Ltd do allow an extra three days for free school delivery). The Garibaldi School does not accept any orders for photographs.

To order online parent/carers need to visit www.jssp.co.uk and enter the UID that is displayed in the top corner of the proof. Alternatively parent/carers can call Jane Stapleton Photography Ltd office to place an order 01773 717984 (Office hours Monday-Friday 9:00am-5:00pm).

All orders will be returned back to school approximately two weeks after the order deadline, unless parents/carers have selected home delivery at checkout for an additional cost.

Ordering after the deadline

If a parent/carers has missed the deadline for placing an order, you can still order online at www.jssp.co.uk or by calling their office; however a £4.00 surcharge will apply. Any late orders are sent direct to the parents' home address.

Yours faithfully

E Jewsbury

Mrs E Jewsbury
Student Year Manager