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# Bury St Edmunds All-Through Trust - Tollgate Campus

Tollgate Lane Bury St Edmunds Suffolk IP32 6DG

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Website [burytrust.org/tollgate](http://burytrust.org/tollgate)

Headteacher: Mrs Claire Bates

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Inspire, Create and Discover Together

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13<sup>th</sup> September, 2018

Dear Parents and Carers

## School Photographs

On **Friday 21<sup>st</sup> September**, the whole school will have their individual photograph taken by Braiswick Photographic. This will be done during the school day. Please ensure that children have a jumper or cardigan in school on this day as we will expect them to wear one in their photograph. If your child is in Nursery and does not normally attend on a Friday morning, then please bring them to the main school entrance for 9.15 am, in their uniform, and they will be able to have their individual photograph taken.

All sibling group photos will be taken before school (8.00 am – 8.45 am) – no sibling group photographs will take place during the school day. The photos will be taken in the main school hall, please enter through the fire exit on the playground. You are very welcome to bring any younger/older siblings in for the group sibling photos. It will be on a first come, first serve basis, so please consider how you will get other children to school. If you have older children who attend other Trust schools, we cannot guarantee that photos will be taken in time for them to catch their buses.

Please note that we will not be allowing any Tollgate children to come into school before 8.45 am. You will therefore need to supervise your children and drop them off at their usual door between 8.45 am and 9 am.

Yours sincerely

A handwritten signature in black ink that reads 'H Brookman'.

Miss H Brookman

Deputy Headteacher