



**FAIRCHILDES
ACADEMY
COMMUNITY
TRUST**



Monks Orchard Primary School
The Glade, Shirley, Croydon, CR0
7UF
Tel: 020 8654 2570
Email: office@monksorchard.co.uk

Executive Headteacher: Miss R. Sandell

Headteacher: Guy Fairbairn

31 October 2018

TO ALL PARENTS/CARERS

Dear Parents/Carers,

PHOTOGRAPHS



You will receive a proof of your child's photograph today. The details of payment are enclosed in the package.

If you do not wish to order online, please return the completed proof card to the school no later than **Monday, 12 November 2018**. Please note, any orders received after this date will incur a £4 admin charge.

Yours sincerely,

A handwritten signature in black ink that reads "Kemi Hay".

Mrs K Hay
School Business Manager