



**Penola**  
CATHOLIC COLLEGE  
EST. 1995

1<sup>st</sup> February 2022

Dear Parents and Students,

The 2022 Annual Student Photos will be taken on:

**Tuesday 8<sup>th</sup> February, for students in Years 9-12 : Broadmeadows Campus**

**Wednesday 9<sup>th</sup> February, for students in Years 7-8 : Glenroy Campus**

This is a wonderful way to preserve the memories of very special school days, so I would encourage all involved to seriously consider the acquiring of such items.

**Uniform requirements for the day will be either full summer uniform or full winter uniform:**

*Male students must wear:*

**SUMMER**

blazer

summer shirt

school shorts or trousers

correct shoes / socks

(**NO** jumpers)

**OR**

**WINTER**

blazer

winter shirt (tucked in)

school shorts or trousers

College tie

correct shoes / socks

(**NO** jumpers)

*Female students must wear:*

**SUMMER**

blazer

summer dress or

summer shirt with navy tailored shorts

correct shoes / socks

(**NO** jumpers)

**OR**

**WINTER**

blazer

College blouse

winter Skirt or Navy College slacks

College tie

correct shoes / socks

(**NO** jumpers)

*Students will be expected to observe all aspects of the College uniform and personal grooming standards as per the Student Planner prior to photos being taken. For ALL students – a reminder that no jewellery and badges other than permitted items will be allowed.*

**Photographs may be purchased as follows:**

**ONLINE PAYMENTS - [www.theschoolphotographer.com.au](http://www.theschoolphotographer.com.au)**

Online Order Code located on your Envelope/Flyer to make payment.

**CASH ORDERS /Money Orders - via Envelope - See Envelope for details**

**SIBLINGS PHOTOS - a *Separate Siblings Envelope*** can be acquired from each Campus Office. All students must present themselves to the photographer to ensure the Sibling photo is taken. *Sibling photos will only be available February 9<sup>th</sup> at the Glenroy Campus between 7.30 and 8.30am (in The Centre)* Parents / Guardians are responsible for transporting students across campuses.

**Please Note:** Online Payments for sibling orders close by 8.30am on photo day.

Prior to 9.30am on photo day you can still collect and pay via cash only using a Sibling Envelope from the school office. Phone orders are not available for sibling payments on photo day.



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**Late Payments** - If paying online after photo day for your class/portraits, online orders are open via our website for you to make payment. *A late fee applies for all orders placed after the bulk issue of School Photos are delivered. See Envelope for details.*

**Phone Payments** - Call directly on 9674 9824 - Order over the phone via credit card payments. (Note – there is a processing fee of \$5 for all phone order payments) **CHEQUES ARE NO LONGER ACCEPTED DUE TO A CHANGE IN BANK POLICY.**

**For All STUDENT PHOTO ORDER ENQUIRIES**

Email – [enquiries@theschoolphotographer.com.au](mailto:enquiries@theschoolphotographer.com.au) or Call : 02 9674 9824

Please note students are issued with a current ID card annually and this ***must be carried at all times – should this be misplaced or lost students must replace the card at their own cost (from \$10.00).***

If you should have any questions or concerns regarding this matter, please contact me on 9301 2777.

Yours Sincerely,

**Ms Erin Bonavia**  
Deputy Principal  
Penola Catholic College