

Principal: Mark Woodhouse

Brandon Road
Swaffham
Norfolk
PE37 7DZ
T: 01760 721480
E: office@tnha.org.uk <http://tnha.org.uk/>



11th June 2019

Dear Parent/Carer

YEAR 11 PROM – LYNFORD HALL - 12th JULY 2019

Following from the previous letter sent some weeks ago regarding the Year 11 prom on the 12th July 2019, we would like to inform you of the arrangements we have made for photography on the evening. Although you and your child are of course welcome to take pictures with your personal devices to record lasting memories of the evening, we have also arranged to have ‘official photography’ taken by a member of staff at no cost. In order to best make these available to everyone, we have created a Google Drive account on which there will be a folder entitled ‘Year 11 Prom Pictures 2019’.

On the evening, your child will have the opportunity to write down their email address on a sign-up sheet so that we can provide them with access to this folder. Only people who place a valid email address on this sheet will be given access. After the evening, we will upload all the pictures taken by us for your child to download. In this manner, we ensure that only Year 11 students from TNHA can initially access the photos taken on the evening, so as to satisfy privacy requirements, but also at no cost to you or your child. Additionally, if you are listed on Academy records as a contact for your child, you may request direct access to the photos yourself by sending an email with your name and email address to tnhaprom@gmail.com and we will be happy to add you to the list of permitted email accounts once we have verified your details. **Should you not be happy for your child to be included in the photographs taken on the evening and shared as stated above please complete the form below and return it ASAP.**

Finally, as you are likely already aware, we have recommended that your child arrives between 7:00pm and 7:30pm, but if you would like to arrive slightly earlier in order to take photographs of their arrival we have been granted permission by the management of Lynford Hall to do so and members of Academy staff will be there to greet you. If you wish, you may also take photographs when picking your child up from the event at 11:00pm.

We hope that your child enjoys the evening and that they are able to make lasting memories of their last ‘send off’ at the end of their final Academic Year with us, we would love to have you there at the onset and outset of the evening to share in their excitement with us.

Yours faithfully

Mr S Nash - Head of Key Stage & Mrs K Warnes - Director of Pastoral Care

PROM PHOTOGRAPHY – 12th JULY 2019



Name of student

Tutor Group

I **do not wish** any images of my child to be shared via the TNHA Prom Google Drive account with other students or parents/carers thereof.

Signed (parent/carers)

Date